

Town of Erving

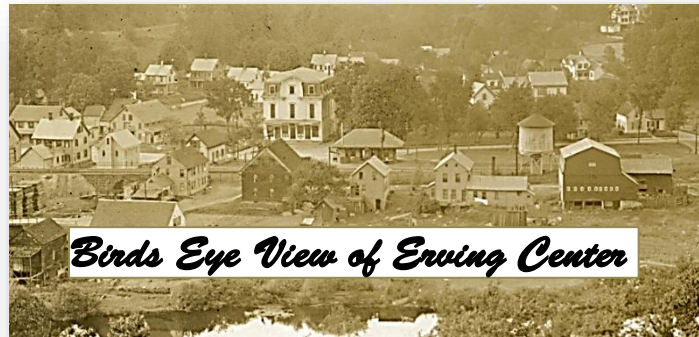
2013 ANNUAL REPORT

175th Anniversary Edition

Commonwealth of Massachusetts

Incorporated in 1838

1838

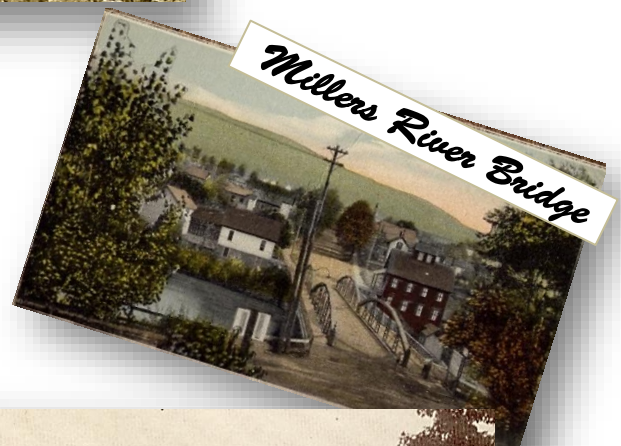


Birds Eye View of Erving Center

2013



International Paper



Millers River Bridge

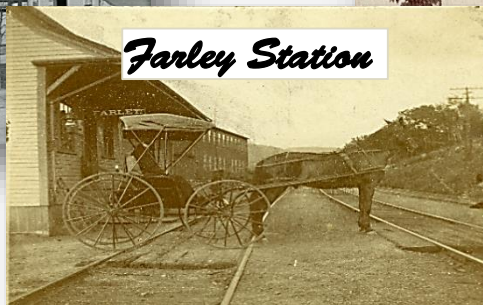
Erving House



Farley Church



Farley Station



Happy 175 Years, Erving!

*I wish to thank all of those who again contributed to
this report.*

*Thank you also to Jacquie Boyden for composing our
dedication.*

Betsy Sicard, Municipal Clerk

ANNUAL REPORT

TOWN OF ERVING MASSACHUSETTS



**FOR THE YEAR ENDING
DECEMBER 31, 2013**

2013 ERVING ANNUAL REPORT INDEX

<u>Dedication</u>	6
<u>Town Clerk Reports</u>	9
Elected Town Officials	10
Committees Appointed by the Moderator.....	12
Town Officials Appointed by the Board of Selectmen	13
Committees & Appointments by the Board of Selectmen	15
Committees Appointed by Erving Elementary School Committee	19
Vital Statistics	20
<u>Reports of Boards & Departments</u>	21
Board of Selectmen	24
Town Administrator	26
Fire Department	28
Highway/Water/Wastewater	29
Police Department	30
Erving Recreation Commission	31
Erving Historical Commission.....	33
Erving Public Library	35
Council on Aging	39
Board of Health.....	40
<u>Education</u>	41
Erving Elementary School	42
Gill-Montague Regional School	44
Franklin County Technical School.....	55
<u>Town Elections & Meetings</u>	57
Special State Primary, April 30, 2013.....	58
Special State Primary Results.....	59
Annual Town Elections, May 6, 2013	60

Annual Town Election Results.....	61
Annual Town Meeting, May 8, 2013.....	63
Special Town Meeting, June 24, 2013	73
Special State Election, June 25, 2013.....	75
Special State Election Results	76
Special Town Meeting, November 4, 2013	77
<u>Assessors, Collector, & Treasurer Reports</u>	83
Financial Report of the Board of Assessors.....	85
Annual Reports of the Tax Collector	88
Annual Reports of the Treasurer	91
<u>Town Accountant Financial Reports</u>	94
Financial Reports, Year Ending 2013.....	95
<u>Regional Reports</u>	104
Franklin County Solid Waste Management District	105
Eastern Franklin County Health District	106
Veteran's Services	108
Franklin County Cooperative Building Inspection Program	109
Franklin County Regional Housing & Redevelopment Authority.....	110
<u>Glossary of Terms and Definitions</u>	120
<u>In Memory of Those We've Lost in 2013</u>	125
<u>Back Cover</u>	
A List of Erving's Governmental Representatives	
At Your Service Schedule of Meetings, Business Hours and Telephone Numbers	

DEDICATION

*We dedicate this year's Annual Town Report to
Robert Bitzer*

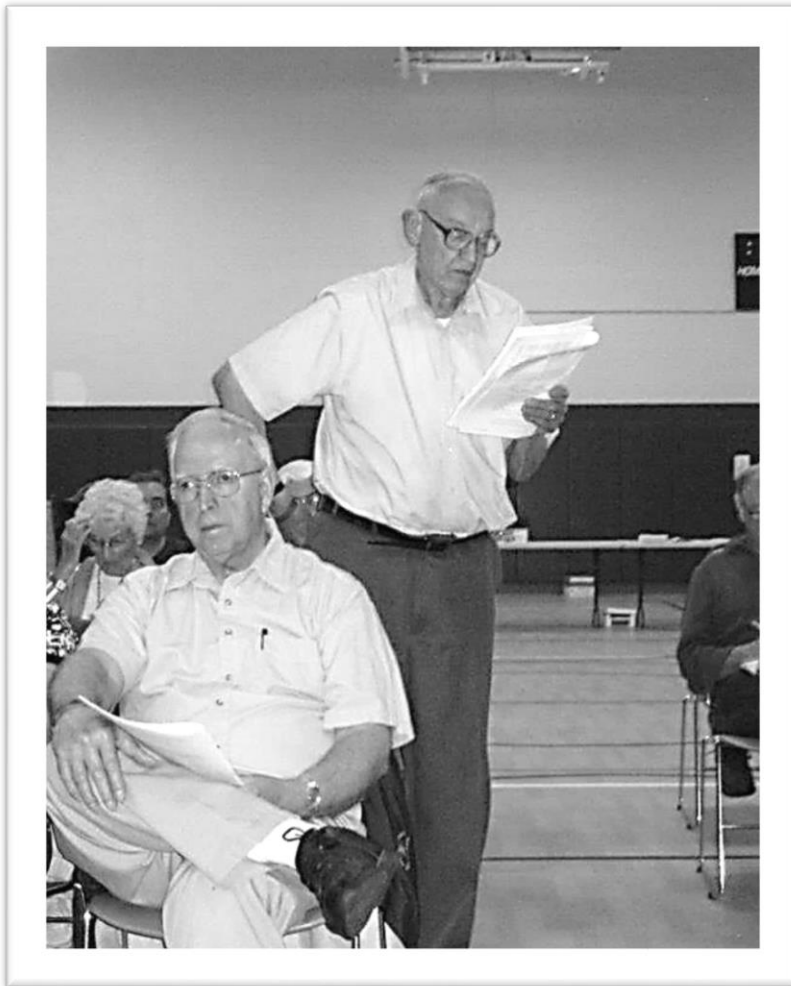


Photo by: Tom Sharp, Town Administrator

**As Erving's Representative for the Franklin County
Technical School for the last 24 years, Mr. Bitzer reads
his report at Erving's Annual Town Meeting.**

Town Report Dedication to Mr. Robert Bitzer

This year the Town of Erving dedicates its Annual Town Report to a distinguished gentlemen who has served the youth of Erving as an advocate and supporter of vocational training for over 24 years – Mr. Robert Bitzer. Mr. Bitzer, at 88 years old, is still actively serving on the Franklin County Technical School Committee for the Town of Erving! Mr. Bitzer is a strong believer in vocational education and has helped countless young people to learn a vocational trade by being on the Franklin County Technical School Committee and by being present at every Annual Town Meeting in the Town of Erving since 1990 to support, defend, explain and praise the Franklin County Technical Vocational School budget and its students.

The Town of Erving has been part of the Franklin County Technical School since its inception in 1976 and has graduated approximately 600 young people from the Town of Erving. Mr. Bitzer became the Representative in January of 1990 and 24 years later is still the Erving Representative for the Franklin County Technical School.

Every Annual Town Meeting, Mr. Bitzer has taken the time to come and give a short speech about the importance of the Franklin County Technical School and Vocational Education. He praises how well the students are doing – past and present, and how this type of education benefits our community and the Pioneer Valley at large.

Not only in those 24 years did Mr. Bitzer serve as our Representative, he also served on various subcommittees within the Franklin County Technical School Committee and has been known to have attended many of the school events during and after regular school hours.

For his outstanding dedication to the Town of Erving as the Franklin County Technical School Committee Representative and all young people who wanted to pursue a vocational education, we are honored to dedicate the 2013 Annual Town Report to Robert Bitzer.



The administration, school committee, faculty, staff and students
of the Franklin County Technical School
are proud that the Town of Erving is dedicating its
2014 Erving Annual Town Meeting to
Mr. Robert Bitzer.

As the Town of Erving representative, Mr. Bitzer has served as a
loyal and dedicated member of the
Franklin County Technical School District Committee since 1990.

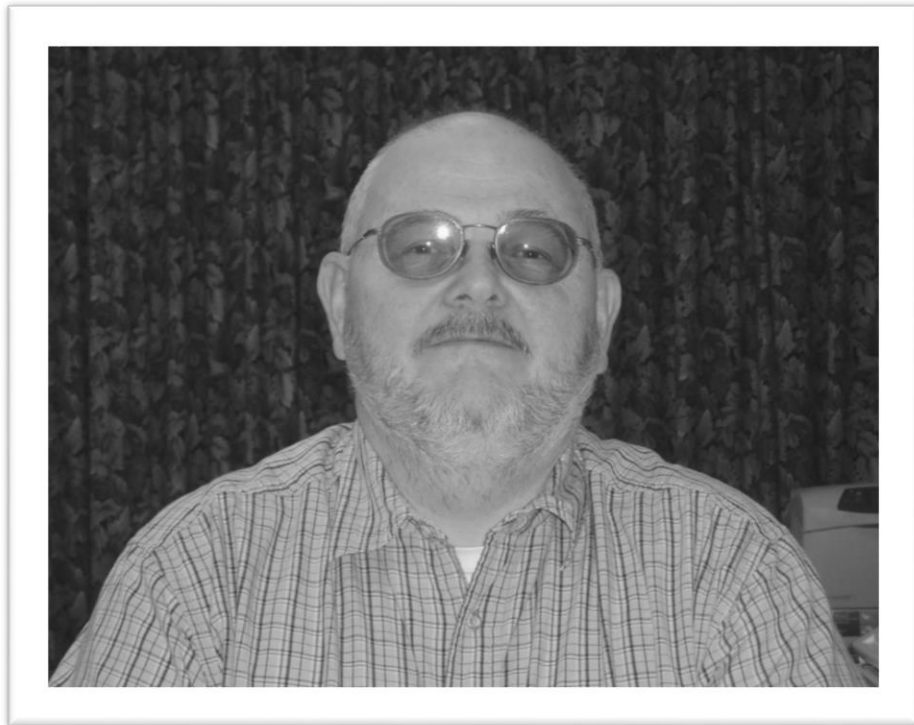
Over these 24 years, Mr. Bitzer has also given of his
time and energy working with the Building & Grounds,
Warrant Signing, Policy and several ad hoc committees,
as well as attending, participating and supporting
Franklin County Technical School events.

~ CONGRATULATIONS MR. BOB BITZER ~

Town Clerk

Reports

2013



Richard W. Newton

ELECTED TOWN OFFICIALS

BOARD OF SELECTMEN

Andrew N. Goodwin	Term Expires 2014
Margaret A. Sullivan	Term Expires 2015
Eugene M. Klepadlo (Chairman)	Term Expires 2016

BOARD OF ASSESSORS

Beth A. Palmquist	Term Expires 2014
Margaret A. Sullivan (Chairman)	Term Expires 2015
James Carpenter	Term Expires 2016

TOWN CLERK

Richard W. Newton	Term Expires 2015
-------------------	-------------------

TOWN TREASURER

Margaret A. Sullivan	Term Expires 2014
----------------------	-------------------

TAX COLLECTOR

Michele M. Turner	Term Expires 2016
-------------------	-------------------

LIBRARY TRUSTEE

Mackensey L. Bailey	Term Expires 2014
Molly K. Mast	Term Expires 2015
Peter B. Roy-Clark (Appointed 9/9/13)	Term Expires 2016

MODERATOR

Richard K. Peabody	Term Expires 2014
--------------------	-------------------

ERVING SCHOOL COMMITTEE

Melanie J. Burnett	Term Expires 2014
Jarod J. Boissonneault (Chairman)	Term Expires 2014
Scott M. Bastarache	Term Expires 2015
Mackensey L. Bailey	Term Expires 2016
Renee A. Tela	Term Expires 2016

TREE WARDEN

Christopher R. Stacy (Resigned 10/20/13)	Term Expires 2014
--	-------------------

CONSTABLES

Arthur A. Kaczinski	Term Expires 2014
Daniel B. Hammock	Term Expires 2015
Richard W. Newton	Term Expires 2016

PLANNING BOARD

William J. Morris, Jr. (Chairman)	Term Expires 2014
Judith Collins (Resigned 7/18/13)	Term Expires 2015
Jacquelyn M. Boyden	Term Expires 2016
Michael M. Shaffer	Term Expires 2016
Winniphred A. Stone	Alternate Member

RECREATION COMMISSION

Matthew T. Kolodziej	Term Expires 2014
Shawn M. Johnson	Term Expires 2014
Mark D. Burnett	Term Expires 2015
Jillian Betters	Term Expires 2016
Melinda A. LaBelle (Resigned 9/25/13)	Term Expires 2016
Chad D. Gagne	Term Expires 2016

BOARD OF HEALTH

Bruce W. Scott	Term Expires 2014
Michael J. Gralenski	Term Expires 2015
Leo J. Parent, Jr.	Term Expires 2016

**COMMITTEES OR REPRESENTATIVES APPOINTED BY THE
MODERATOR**

FINANCE COMMITTEE

Daniel Hammock (Chairman)	Term Expires 2016
Arthur Johnson	Term Expires 2015
Jacob Smith	Term Expires 2016
Shirley Holmes	Term Expires 2017

FRANKLIN COUNTY TECHNICAL SCHOOL DISTRICT REPRESENTATIVE

Robert Bitzer	Term Expires 2014
---------------	-------------------

ERVING REGIONALIZATION STUDY COMMITTEE

Kelly Loynd
Mackensey Bailey

TOWN OFFICIALS APPOINTED BY THE BOARD OF SELECTMEN

ADMINISTRATIVE

Thomas E. Sharp	Administrative Coordinator
Elizabeth C. Sicard	Municipal Clerk
Elizabeth C. Sicard	Assistant Town Clerk
Deborah M. Mero	Accountant
Jacob Smith	IT Support
Donna MacNicol	Town Counsel

PUBLIC SAFETY - POLICE DEPARTMENT

Christopher Blair	Chief of Police
Corey Greene	Sergeant
Bethann Kaczinski	Full-Time Police Officer
Robert Holst	Full-Time Police Officer
James LaFlamme	Full-Time Police Officer
David R. Gendron (Resigned 6/1/13)	Part-Time Police Officer
James Loynd	Part-Time Police Officer
Heath Cummings	Part-Time Police Officer
Jay Butynski	Part-Time Police Officer
Arthur Kaczinski	Auxiliary Police Officer

MUTUAL AID POLICE OFFICERS

Northfield

Chief Robert Leighton
Sergeant Scott Minkler
Officer William Kimball

Bernardston

Chief James E. Palmieri
Sergeant Jason Bassett

Gill

Chief David Hastings
Sergeant Christopher Redmond

EMERGENCY MANAGEMENT AGENCY

Philip Wonkka	Director
Laura Conway (Resigned 10/14/13)	Deputy Director

FIRE DEPARTMENT OFFICERS AND FOREST FIRE WARDENS

Philip Wonkka (Appointed 9/3/13)	Chief and Warden
Almon Meattey (Resigned)	Chief and Warden
Philip Wonkka (Resigned 9/3/13)	1 st Deputy Chief/Fire Prevention
Herman Meattey (Resigned 9/9/13)	2 nd Deputy Chief/Deputy Warden
Ryan Betters	Captain
Mitchell LaClaire, Sr.	Captain

ERVING FIREFIGHTERS/EMT

Raymond Mailloux (Resigned 9/9/13)	Joe Reed, Jr.
Shaina Kosloski	Mark Kosloski (Resigned 9/9/13)
Aaron Budine (Resigned 8/8/13)	Justin Fellows, EMT
Cody Pease	Brandon Breault, EMT
Kelly Potts, EMT (Resigned 9/9/13)	William Pease (Resigned 9/9/13)
Cody Traceski	Brian Mitchell
Tim Cronin	Frank Fellows
Elizabeth Call	Mitchell LaClaire, Jr.
Melinda Hodgkins	Jeremy Klepadlo
Sarah Meattey, EMT	

Erving Fire Department Life Members

Gary Burnett	Jason Burnett
William Lemieux	Robert Haselton
Douglas Walker	Donald Keith
Douglas Dupell	Dana Dodge
William Hackett	Leo Cordery
James Paulin	George Burnett
William Meuse	Leonard Clark, Jr.

COMMITTEES & APPOINTMENTS BY THE BOARD OF SELECTMEN

CONSERVATION COMMISSION

David Brule (Chairman)	Cyd Scott
Craig Moore	Laura Herbert
Harry Sharbaugh	Carole Gregory (Alternate)

HISTORICAL COMMISSION

Cyd Scott, Chair	Eric Duffy, Co-chair
Brad Peters	Nancy Kruzlic
Bill Lemieux	David Brule
Carol Gregory	

ERVING CULTURAL COUNCIL

Megan Niedzwiedz (Chairman)	Term Expires 2017
Katelyn Mailloux (Treasurer)	Term Expires 2014
Andreana Garcia (Secretary)	Term Expires 2014
Jean Lawrence	Term Expires 2014
Lisa Rau	Term Expires 2014
Betsy Sicard	Term Expired 2013
Rebecca Hubbard	Term Expired 2013

ZONING BOARD OF APPEALS

Leonard H. Clark, Jr. (Chairman)	Term Expires 2014
Arthur D. Johnson	Term Expires 2014
Daniel B. Hammock	Term Expires 2014
Deborah Mero (Alternate)	
Gail Lynch (Alternate)	

COUNCIL ON AGING

Marge Clark	Term Expires 2016
Carole Lyman	Term Expires 2016
Avis Suddy	Term Expires 2015
Robert Turner	Term Expires 2015
Margaret Sullivan	Term Expires 2015
Louise Golosh	Term Expires 2015
Kathie Curnick	Term Expires 2017

WORKERS' COMPENSATION TREASURER

Margaret A. Sullivan

CEMETERY

Bryant Stewart

TOWN BUILDINGS MAINTENANCE

Peter Walsh

HIGHWAY DEPARTMENT EMPLOYEES

Paul Prest, HWW Director
Dana Moore, Jr.
Glenn McCrory, Foreman
James Paulin

POTW #1 EMPLOYEES

Peter Sanders, Chief Wastewater Operator
Darby Chagnon, Wastewater Operator

E911 PLANNING COMMITTEE

Philip Wonkka	Emergency Management Director
Richard Newton	Database Coordinator

FRANKLIN COUNTY SOLID WASTE DISTRICT

Thomas E. Sharp - Representative

FRANKLIN REGIONAL COUNCIL OF GOVERNMENTS

Thomas E. Sharp - Representative

FRANKLIN COUNTY COOPERATIVE INSPECTION PROGRAM

Jacquelyn Boyden – Representative

ELECTION WORKERS

William Bembury	Warden
Leslie Brown	Clerk

INSPECTORS & TELLERS

Jane Carpenter	Carole Lyman
Joyce Newton	Cyd Scott
Nancy Kruzlic	

BOARD OF REGISTRARS

Richard Newton
Warren Boyden

Theresa Dodge
Elizabeth Sicard

ERVING IMPROVEMENT COUNCIL

Jacquelyn Boyden (Chairman)
Jeffrey Dubay
Kim Lyman

Linda Downs-Bembury
Carole Lyman

TREASURER'S OFFICE

Julie Wonkka, Payroll/HR Assistant
Avis Suddy, Clerk

TAX COLLECTOR'S OFFICE

Ann Petrain, Assistant Tax Collector

TOWN CLERK'S OFFICE

Elizabeth Sicard, Assistant Town Clerk

ANIMAL INSPECTOR

Daniel Hammock
Arthur Johnson

ANIMAL CONTROL OFFICER

Arthur Johnson

HRA HOUSING REHAB CITIZEN ADVISORY

Carole Lyman
Marjorie Clark

CENTRAL FRANKLIN COUNTY VETERANS' DISTRICT

Bruce Bezio

VETERANS' COMMITTEE

Leo Parent, Jr.
Dan Hammock
Art Kaczinski

MEMORIAL DAY COMMITTEE

Carole Lyman
Laura Bezio
Rebecca Leclerc

GOLDEN CANE COMMITTEE

Carole Lyman
Leo Parent, Jr.
Bruce Bezio

USHER PLANT REUSE COMMITTEE

Linda Downs-Bembury
Jeanie Schermesser
Gary Burnett
Jeff Dubay
Sarah Vega-Liros

**APPOINTMENTS BY THE ERVING ELEMENTARY SCHOOL
COMMITTEE**

GILL-MONTAGUE REGIONAL SCHOOL COMMITTEE REPRESENTATIVES

Beth Lux
Kelly Loynd
Vacancy

SCHOOL UNION 28 REPRESENTATIVES

Jarod Boissonneault (Chairman)
Melanie Burnett
Scott Bastarache
Renee Tela (Alternate)

SCHOOL UNION 28 JOINT SUPERVISORY COMMITTEE

Scott Bastarache, Chairman

ERVING ELEMENTARY SCHOOL COUNCIL

James Trill	Principal	Laura Bezio	Parent
Mary Glabach	Teacher	Mindy LaBelle	Parent
Lisa Bartlett-Nuttelman	Teacher	Bobby Braun	Parent
Taylor Gallerani	Teacher		

TOWN CLERK

VITAL STATISTICS FOR 2013

BIRTHS

A total of 9 births were recorded in the Town of Erving for this year.

MARRIAGES

A total of 1 marriage was recorded in the Town of Erving for this year.

DEATHS

A total of 13 deaths were recorded in the Town of Erving for this year.

REPORTS
OF
BOARDS
AND
DEPARTMENTS

BOARD
OF
SELECTMEN

*Andrew N. Goodwin,
Chairman*

Margaret Sullivan

Eugene M. Klepadlo

Board of Selectmen



Andrew N. Goodwin, Chairman



Eugene M. Klepadlo



Margaret Sullivan

Board of Selectmen's Report

We remain honored to have represented the people of Erving in 2013.

Eugene Klepadlo completed his three year term and was reelected to the Board, so there were no changes in representation this year. Andrew Goodwin was returned as the Board's Chairman for 2013.

As we've stated in the past, one of our primary objectives continues to be providing first rate services (education, highway, fire, police, etc.) while maintaining Erving's low tax rate.

We continued to be true to our commitment to improve the Town's infrastructure. Lester Street and Moore Street were fully reconstructed, including sidewalks.

Safety and security of the Usher Plant property was completed. The cleanup was finished in March and fencing was installed around the one remaining building. We all feel better that this property and burned buildings are no longer attractive (and dangerous) to trespassers and the curious. Fencing was also installed around the Town's water tank to limit access (and perhaps tampering) to our drinking water.

In June, the Town sponsored employee trainings in ethics and harassment. These trainings/knowledge help lower the Town's liability insurance costs.

In July, we hired a part-time Animal Control Officer to comply with state laws. In addition, a part-time position for IT support was created and filled. In the first six months we've enjoyed lower costs and quicker response times when our computers misbehave.

Curbside garbage collection was renegotiated for the next three years. This will result in savings exceeding \$10,000.00.

The Select Board remains proud to take the lead role in securing grants that allow income-eligible residents access to zero interest loans in order to make needed improvements to their homes.

Andrew N. Goodwin Margaret A. Sullivan Eugene M. Klepadlo

Board of Selectmen's Office



Tom Sharp
Town Administrator



Betsy Sicard
Municipal Clerk

Town Administrator's Report

Yet another year has passed. Happy to report that I remain enthralled and energized by the beauty of this area, including the mountains, wildlife and, of course, the river.

A town's Finance Committee is an important part of town government. Their primary function is to make sure taxpayer dollars are being spent wisely. Early in the year, Jacob Smith joined Dan Hammock and Art Johnson on Erving's Finance Committee. Later in the year, Shirley Holmes was appointed by Town Moderator Rich Peabody to the Finance Committee. Both Shirley and Jake are welcome additions to this important group.

In the spring, Bryant Stewart began maintaining cemetery grounds and other Town property. Under the direction of Paul and Glenn at Highway, Bryant's work and attention to detail have elicited positive comments. Good show Bryant.

Also in the spring, new blood poured into Erving's Historical Commission. Six Commissioners were appointed by the Select Board. Each brings a specific skill/interest to the group's efforts to make the Pearl B. Care Historic Museum (opposite Vicky Fellows' store) more viable and attractive to visit. They are hardworking and full of enthusiasm, making it most enjoyable to work with. But, before I go farther, we need to look back and properly thank Carole Lyman and others, who for decades have kept Erving's candle flickering at the museum. Allow me to introduce our newest Historical Commissioners:

Cyd Scott, Eric Duffy, Brad Peters,
David Brule, Bill Lemieux, and Carol Gregory

Thinking of hard working/enthusiastic volunteers brings to mind the members of Erving's Usher Reuse Committee. These volunteers banded together after the senseless arson of the early 20th century industrial buildings that were part of the Usher Mill Plant on Arch Street. The Committee's mission continues to be to advise the Town on the best reuses of the one remaining mill building and of this prime property along the Millers River. Wishing continued success to:

Jeanie Schermesser, Linda Downs-Bembury,
Sarah Vegas-Liros, Jeff Dubay and Gary Burnett

Rupert Roy-Clark became a Library Trustee, as Rob Fletcher completed his library term. Thanks for your guidance over the last three years Rob. Welcome aboard Rupert.

Wishes of continued success also go out to Philip Wonkka, who was appointed Erving's Fire Chief in September.

Kathie Curnick was appointed to the Council on Aging Board. Joe Bucci and Sarah Meuse were appointed as alternates. Welcome Sarah, Joe, and Kathie.

Our senior/community center celebrated its second full year of operation. Such a wonderful facility. It promises to serve community needs in good fashion for many years.

Police Officers Rob Holst and Jim LaFlamme also celebrated their second year in Erving. We're lucky to have them. Officer Beth Kaczinski is noted for all she does, including the administration of the CORI procedures that have become necessary in today's society.

I was sad to say goodbye (at least for now) to those volunteers and officials who generously gave time and attention to serve the community. Laura Conway resigned as our Deputy Emergency Management Director. Beth Lux stepped down from her leadership role on the School Reorganizational Committee. Almon Meattey, Herman Meattey, Ray Mailloux, William Pease, and Kelly Potts resigned from the Fire Department. Thanks to all for the fire and medical service provided to us over the years. Well wishes followed our Tree Warden, Chris Stacy as he and his family moved out of the state. A longtime member of the Council on Aging, Norma Charbonneau also moved out of town. I miss seeing her at the Senior Center and think of her every time I pass the Box Car. After many contributions, Rebecca Hubbard and Betsy Sicard finished their terms on Erving's Cultural Council (congrats to Megan Niedzwiedz on becoming the new Cultural Council Chair). Mindy LaBelle will be missed in her role as an Erving Recreation Commissioner. Thank you Mindy. As I alluded to earlier, Carole Lyman resigned from our Historical Commission. Thanks again, Carole. Finally, special recognition to Leo Parent and Dave Gendron. These two gentlemen left Town positions after many years of service. Leo resigned as Erving's representative on the FRTA Board of Directors (he was the Chairman) and Dave resigned as an Erving Police Officer (after 37 years of service). My hat is off to both Dave and Leo.

A community's strength comes forth from its people. It is appropriate to show appreciation to Erving's elected officials, committee members, employees, and those others who serve this community.

It is the good people of Erving that make this town "a great place to live".

Respectfully submitted,

Tom Sharp

Fire Department Annual Report

In opening the report of the Fire Department for the year 2013, I would like to thank the many residents that supported the department throughout the year.

This last year we have seen an average number in call volume with almost half for medical emergency. The members are working hard at training to retain skills and learn new ones. Several members are taking part in the Fire fighter 1-2 program held regional. Training is always and will be the backbone of success. Without the training and knowledge you cannot perform tasks that need to be accomplished.

Fire prevention classes were held at the school to educate are children and staff how to react in case of any emergencies. We performed fire drills throughout the year to make sure the children are safe at all times.

In closing I would like to say thank you for supporting the Fire Department throughout the year.

Also I would like to remind everyone to change the batteries in their smoke detectors twice a year!

Respectfully,

Philip Wonkka

Fire Chief

Reported calls	153
Medical Emergency	89
Fires (brush or other)	24
Motor vehicle Accident	21
Fire Alarms	19

Highway/Water/Wastewater Department

I would like to take this opportunity to thank the Town of Erving. It is an honor for me to continue to serve this community. I would also like to thank the staff in all departments: In the Highway Department – Dana Moore, Glenn McCrory, and Jim Paulin. In the Treatment Facility – Peter Sanders and Darby Chagnon. In Buildings /Grounds -Peter Walsh. The town would not look the way it does and run as smoothly if I did not have a fine group of dedicated employees. I would also like to welcome and thank Bryant Stewart for a fine job in the parks, cemetery and grounds.

In 2013 the HWW has completed the following projects: Replacement of a fire hydrant on Paper mill Road, work has begun on North Street and Church Street in preparation for black top. We also dug out the base line at the Vets ball field to improve better playing field. The highway department has dedicated many hours in support of the recreation department with ongoing events. Upgrades at the sewer pump stations will continue along with painting and maintenance in the treatment plant. New fire alarm upgrade in Fire Station #2 has been done. Upgrades to the Historic Commission building are also ongoing. The highway department received its new truck and has been put to good use. A sidewalk grant is under way for the Erving side of town. Ongoing improvement work at the Arch Street mill complex has kept us busy.

The HWW has also completed its annual projects including roadside mowing, line painting, street sweeping and catch basin cleaning, Anything Goes, leaf pickup, maintenance of the town parks and buildings. I would also like to thank those residents who help clear the snow from fire hydrants and storm drains this year and every year - these things do not go unnoticed.

Respectfully submitted

Paul Prest, HWW Director



Erving Police Department

2013 Annual Report

In 2013 the Department had over 3,332 calls for service. These included, but were not limited to motor vehicle crashes, alarms, animal & dog complaints, breaking and entering, disturbances and general complaints.

This year there were 1191 house checks done as a courtesy for residents who were on vacation. House checks are done regularly on shift. If you are going on vacation and want to have your house checked please call the police station with the information. All information obtained is confidential.

There were 389 traffic citations written in 2013, these include civil infractions and written warnings. The civil citations totaled \$9,225.00 in fines.

The Department received over 839 calls directly to the station. There were approximately 415 walk-ins to the station.

After several years of service to the Town of Erving, former Chief David Gendon resigned as a patrol officer this year. This Department wishes to thank David for his valued service and knowledge that he brought to the job.

Officer Robert Holst attended a two week Drug Abuse Resistance Education (D.A.R.E.) school and instructed a ten week class at the Erving Elementary School. This class was voluntary on the part of the children and was held after school. D.A.R.E. teaches children that they have a choice and how to figure out which one is right and which one is wrong.

Last year the Commonwealth of Massachusetts mandated each town to provide a properly trained and certified Animal Control Officer (ACO) to deal with all types of animals and the issues that arise. Arthur Johnson of Mountain Road has been trained and certified as an ACO. Arthur is working under the authority of the Police Department to assist with animal calls.

In 2013 over ten dogs from Erving were housed at the Regional Kennel located in Turners Falls. The Franklin County Sheriff's Department has set up a regional kennel that serves local towns, housing and placing dogs.

This fall there was a rash of rabid animal calls throughout the Town. ACO Johnson and the Erving Police Officers responded and handled these calls which ranged from sick raccoons, skunks and a fox.

The station is open to the public on Monday, Tuesday and Thursdays from 9:00 am to 2:00 pm and on Wednesdays 9:00 am to 1:00 pm and 5:00 pm to 7:00 pm for evening hours.

As in the past, please do not hesitate to call me at (413) 423-3310 with any questions or concerns. Have a safe and prosperous new year!

Sincerely,
Chief Christopher M. Blair

Erving Recreation Commission

We have had another incredible year with many exciting experiences with the community! From inflatable horse races at Fall Festival, to great numbers of parading ghouls and goblins - even through the rain - to basketball court painting, a visit from Santa again at the Erving Community Center, record-high attendance at Summer Park, and the return again of the fabulous ice rinks, we've had much excitement in the town this past year.

Improvements:

- **The Skating rinks** went up again this year and were a great buzz amongst the children in the community. Thanks again to the highway department for putting them up and to the members of the Erving Fire Department for helping to keep them filled and "topped off".

- **Home run fence:** We will be adding a home run fence this year at Zilinski Field which will be making its debut at games this spring. We can't wait to see the looks of excitement on some of our children's faces as they step to the plate, the pitch is off, they hear the crack of the bat and its going, going, gone!!! How many homeruns will we be celebrating?

Summer Park: Another incredible success!! The program grew again this year. Fortunately for the children of our community we were able to extend Summer Park for an additional week this past year, and we look forward to continuing this opportunity again for the future. We saw record numbers of children attend. We enjoyed a great partnership with the school, offering the facilities of the school and its playground. We were able to offer the children a weekly field trip to Lake Wyola, as well as trips to the Hadley Rock Climbing facility, French King Bowling Center, Butterfly Museum, Greenfield Cinemas, Interskate 91 and Northfield Mountain.

Sports: We had three seasons of sports. Soccer in the fall, basketball in winter and baseball in the spring. Like all surrounding leagues in the area, we have made the move from being an independent youth league to affiliating with the Cal Ripken league this spring for baseball which has been a much anticipated transition amongst the Tri-County Baseball league. This association with a national organization offers advanced players the opportunity for competitive play at whatever level they can attain, from regional, to state, to sectional, and even national!

Pictures with Santa: Santa made a special trip again this year to the Erving Community Center and received high praise from the young and old. Santa enjoyed a warm seat by the fire in the fabulous sitting room as he smiled with the children and was photographed. Thanks to Gene Klepadlo for making sure Santa was able to sneak away from Mrs. Claus so close to Christmas.

Fall Festival: We can't say enough about what a success this program continues to be! We were blessed with great weather this past year which brought out loads of people for all of our festivities. We brought back the inflatable obstacle course, climbing wall, and bungee jumping. We added the pirate ship bounce house for the little ones and the inflatable horse races for everyone. Many community organizations participated with their own booths, which helped contribute to the

festival's success. We are greatly anticipating the food the fire department will be serving us up next year!

We thank all of you who have participated, volunteered, cheered, attended, supported or assisted us in any way which has made our programs successful again this year!

New Face: The Commission recently welcomed Chad Gagne in January to take over a vacated seat. He lives with his wife Meghan and their two great kids in Erving and has been an active member of our coaching staff over the last couple of years. He has been a great addition to the team, and we are pleased to have another excited person with new ideas to share.

Recreation Commission Assistant: Please join us in welcoming Alison Rollins to this new position that town meeting members unanimously voted in this past fall. Alison lives in Erving with her husband Jeff and her four great children who are active participants in many of our programs. Her part-time role focuses on day-to-day office duties and has allowed us to now have a constant contact at Town Hall on Mondays for the community, allowing us to bring greater awareness of upcoming events.

Thank you again to everyone in our wonderful community who have assisted and supported recreation programs in any way. We look forward to an amazing 2014!

Sincerely,

Jillian Betters, Mark Burnett, Chad Gagne, Matthew Kolodziej and Alison Rollins

Erving Historical Commission

The newly-formed Erving Historical Commission holds regular meetings on the first Tuesday of every month at the Pearl B. Care building from 7-8:30 PM. The public is welcome. Agendas are posted on the Town website.

The Board of Selectmen appointed the following residents as Historical Commissioners:
David Brule, Eric Duffy, Carol Gregory, Bill Lemieux, Brad Peters, Cyd Scott.

The commission began holding weekly work-bees over the summer in the Care building to clean, inventory, organize the collections and artifacts left over from the former Erving Historical Society*.

(* Please note: **Local Historical Commissions** are the official agents of municipal government responsible for community-wide historic preservation planning. They are established under M.G.L. Chapter 40, section 8d. **Local Historical Societies** are private membership organizations of individuals interested local history. The Erving Historical Society faded out of existence more than a decade ago.)

On September 3, 2013 the Commissioners elected a slate of officers:

Chairman: Cyd Scott
Vice-Chairman: Eric Duffy
Secretary: David Brule
Treasurers: Scott and Duffy

The first quarterly Open House at the Pearl B. Care building took place on October 12, 2013, and was well attended by the public. Brad Peters had prepared the John Smith Erving Hermit display with a dozen restored and enlarged photographs of the Hermit and his living quarters.

Cyd Scott, Eric Duffy and Paul Prest prepared the building for its first public event in many a year. Carol Gregory provided the refreshments: Snickerdoodles, and of course, Hermit cookies!

Other actions undertaken by the Historical Commission in its first five months include:

1. Development of proposals for a slate of programs to be presented at Erving Elementary School, e.g. The Erving Hermit, Native American topics, Erving's participation in the Civil War, etc.
2. Preservation and transcription of an extensive collection of letters written by Erving soldiers in the Civil War, written from the battlefields to their families back home.
3. Participation in the Western Mass. Regional Meeting of Historical Commissioners in Springfield.
4. Development of a slide show of representative photos of Erving for public presentations and for on-line sites.
5. Development of a specific locale in the EHC building dedicated to Pearl Care and her collections.
6. Purchase of dehumidifiers and safe-storage containers for the collections.
7. Correspondance with an Ontario couple who possess a Stone Organ, manufactured in Erving, and seeking information on the Stone factory.

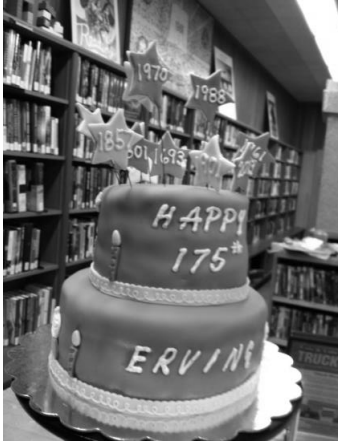
8. Preservation of over 200 photographs, maps, post cards and documents in the Erving collection that have been scanned, logged, and placed in archival materials.

By the end of 2013, the Historical Commission voted to focus on three primary long-term goals:

1. Begin an inventory of historic places and buildings in Erving, following the process outlined by the State Historical Commission for Historic Preservation Planning.
2. Develop educational projects involving the school and the Erving community.
3. Continue inventorying, archiving, and upgrading the Peal B. Care Building.

Respectfully,

Cyd Scott
Eric Duffy
David Brule
Bradley Peters
Nancy Kruzlic
Bill Lemieux



2013 Annual Report Erving Public Library

175th Birthday Cake by M, Bailey

In 2013, where could you gather with friends, be crafty, hear a speaker, play a game, learn a skill, make a copy, search the Internet, research a problem, find practical information, see live animals, hear a story told, print an email, download e-books, log onto free wifi, find the latest DVD, and eat a 175th anniversary cake?

The Erving Public Library provided all of these services and more. The Director orders new materials and the staff maintains an ever-changing collection of 6000 up-to-date books for children and adults and 2000 DVDs. The Erving Library is your hub for access to millions more items delivered to the Library's door if requested through your computer (bark.cwmars.org) or at the library desk (413-423-3348). Erving is a big "Red Box" but better: Free, friendly, and always looking toward the future to provide you with the latest services.

We take this opportunity to share with you the statistics for the last fiscal year and show progress over the last ten years. Our commitment to the Erving community is to continue to add to making Erving "a great place to live!"

Erving Circulation Library Statistics – Fiscal Year 2013 Compared to 5 yrs. and 9 yrs. Ago				
	Annual Checkouts (Books, DVDs, CDs, Audiobooks)	Annual Programs (All ages)	Annual Program Attendance (All ages)	Annual Loans from other Libraries to Erving Patrons
FY05	7381	16	273	154
FY08	9544	10	289	958
FY13	11550	51	683	2285

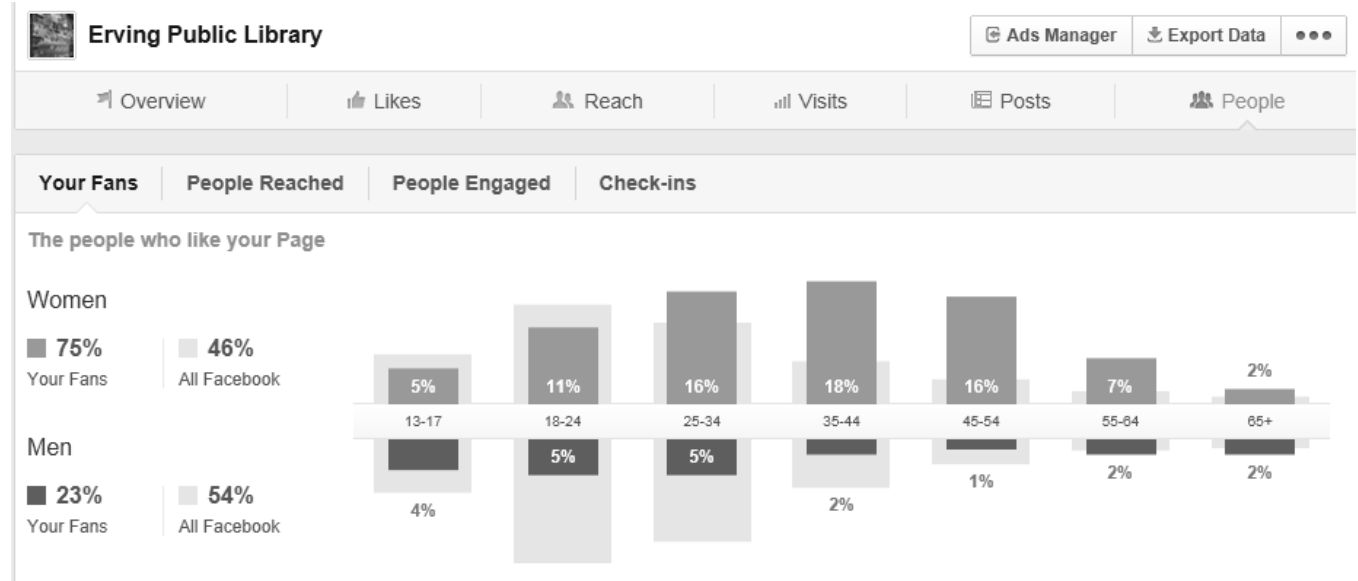
Working with our Community

Connecting with people of all ages both inside and outside of the Library is our goal. During 2013, twelve library programs were offered at other Town locations to accommodate larger audiences. These included story hours during the Summer Recreation Program, an art workshop at the Sr./Community Center, and a six-part series called Family Adventures in Reading, also held at the Sr./Community Center.

Reaching our Community

The Library submits news and events to local newspapers and the Around Town, but also reaches out through the Town's website and Facebook.

Who "likes" us?



Improvements to Service

The connection to the Massachusetts Broadband Initiative was installed in the Library in spring and connected at the end of the year. This gives the Library the opportunity to connect wirelessly with more speed to more devices.

The Library is keeping up with changes in technology and added a Windows 8 "touch screen" computer, an iPad, a tablet, in addition to two circulating ereaders.

Programming featured Erving's 175th Year

Programs sponsored by the Friends of the Library increased offerings. Throughout the year, Erving's history was highlighted through their efforts. A discussion of *Buying the Farm: Peace and War on a Sixties Commune* by Tom Fels and an opportunity to view a film about local communes was the winter program. In late spring, they developed a mini-golf course showcasing local Erving sites. During the 2013 Summer Reading Program, *Dig into Reading*, the Friends gave away free books to all participants. The Friends Fall Festival activities included mini-golf, bubble-blowing, and tic-tac-toe. Monthly opportunities to do crafts were offered by Katie Stetson, and plants and books were offered for sale during the annual spring media sale.

Winter Programming included the Massachusetts Humanity sponsored program, FAIR (Family Adventures in Reading), with storyteller John Porcino.

Some of the highlights of the summer 2013 programs included a three-foot tall anniversary cake for Erving's 175th baked by MacKensy Bailey. The Erving Cultural Council sponsored three programs: a visit from a Laura Ingalls Wilder, a history interpreter; flying visitors brought to the Erving Elementary School by Wing Masters, who shared their knowledge of Birds of Prey; and, Hands-on-History, an opportunity to 'touch and feel' objects from three centuries ago.

When the Library's new Windows 8 computer arrived, training was offered for the month of October. After the Rag Shag Parade, the library filled with trick-or-treaters who posed for photos that were posted on Facebook.

Grants and Assistance received by the Library

- A Computers in Small Libraries grant which reduced the C/W MARS annual fee.
- Erving Cultural Council grants which supported summer and winter programs.
- State Aid to Libraries, the annual monetary assistance to supplement the library budget.
- Coordination and printed materials for the Summer Reading Program were offered by the Massachusetts Board of Library Commissioners and the Massachusetts Library System.
- Continuing education opportunities, both in-person and web-based, were provided for library staff by C/W MARS and the Massachusetts Library System.
- Friends of the Erving Public Library donated time and money.

Volunteers

A new volunteer program for teens was launched during the summer. Many thanks to our summer teen volunteers: Samantha Kolodziej, Alora DeForge, Jill Harris, Cassie Harris, Danielle Lively, Laura Bertrand, and Cynthia Roy-Clark.

Ann Lucas remains our most loyal adult volunteer helping us weekly, often daily.

Friends of the Library officers: Becky Hubbard, Arlene Wonsey, and Katie Stetson volunteer their time, holding monthly meetings, and organizing programs throughout the year. Special thanks to Katie Stetson for organizing the monthly craft days, to Elaine Stafford and Harry Sharbaugh for organizing the exhausting but loads-of-fun Hike to the Hermit's Cave, and to Dennis Wonsey for his willingness to help with anything we ask him to do.

The Library Facility

The aging 1961 building has started a buzz. Meetings were held to examine the issue of renovation or a new building. A first step was taken by submitting a "Letter of Intent" to the Massachusetts Board of Library Commissioners. This state agency offers a planning and design grant for public libraries. The proposal is due in January of 2014.

The Staff

The Current Library Staff includes

Barbara Friedman, Director
Jean Daley, Library Assistant
Marion Overgaard, Library Assistant

The Trustees

We are happy to report that we now have a full board with the addition of Rupert (Peter) Roy Clark.

Prepared by Barbara Friedman, Library Director

Respectfully submitted,

Erving Board of Library Trustees

Molly Mast, Chairperson

Rupert Roy-Clark, Secretary

MacKensey Bailey,

Erving Council on Aging

To the Board of Selectmen and the citizens of Erving:

As the director of the Council on Aging and the Senior Center, I am pleased to present the report of the year of 2013.

The Council on Aging is into its 39th year, serving the needs of Erving Seniors across town and at the Erving Senior Center. We are open five days a week from 8:30 until 2:30 here in our new home at 1 Care Drive.

The C.O.A. continues to provide transportation services to the elderly and handicapped of Erving Monday through Friday from 9 until 3 p.m. with the van. The van is owned by F.R.T.A. and operated by the Erving C.O.A. We provide rides to the Senior Center, Medical appointments in county, and shopping. More than 1650 rides were given. The Med-Ride program provides medical rides that have to go out of county. This program is funded through F.R.T.A. and the rides are provided by individual cars from volunteers who receive a stipend.

Other services provided by The Council on Aging begin with the Nutrition program, which is provided by Franklin County Home Care on Monday through Thursday. We are cooking our own meals on Fridays. We served approximately 3800 meals at the Senior Center. The Meals on Wheels program is continuing, although the heating process has been moved again, this time to Erving at The Renovator's Supply Building. F.C.H.C. has instituted a "Rethermalization Center" to serve the North Quabbin region with these meals. We continue another nutrition program sponsored by the C.O.A. This is the Brown Bag, which is a monthly food distribution program available to income eligible seniors through The Food Bank.

Medical programs provided by the Council on Aging included a Flu Clinic in the October, which served over 90 elders. The provider, Athol Memorial Hospital also runs our monthly Blood Pressure clinics. Monthly, we hold a Foot Clinic in which is a toenail trim for those that need this assistance. These clinics are held with the financial assistance of the Erving Board of Health.

We continue to act as a referral service for such programs as Med-Ride, SHINE counseling, Money Management, Tax Assistance, Legal Assistance and other service programs in the area. We became a certified in-take service for Fuel Assistance.

Exercise programs continue to be a popular activity with seniors with classes held every day. On Mondays, Marcia Gobeil teaches Tai Chi, followed by a weight class for Osteoporosis prevention. On Tuesday, it's Chair aerobics with Linda Allis. Wednesdays has Line Dancing with Linda, followed by Chair Yoga with Marcia. Thursdays, we have aerobics with Linda Allis followed by Healthy Bones and Muscles with Sandy Kosterman. We have a Bowling Program at The French King Bowling Center on Fridays. New participants are always welcome in every program.

Many educational, social and recreational activities were held at the Center. These include a North Quabbin picnic, which was held with elders from 9 other towns. Day trips were held to Maine for a cruise to The Isles of Shoals and another to New Bedford to the Whaling Museum. Many smaller outings to area restaurants and shops were held.

Other daily activities continue at the Center, including a weekly Pitch party on Thursdays, Painting classes on Tuesdays and Quilting Classes on Mondays. Our fundraising efforts included our annual Holiday Bazaar.

I would like to thank again all those whose individuals and businesses volunteered their time and services to the Council on Aging.

Respectfully Submitted,

Polly Kiely, Director

Board of Health

The Board of Health, as in previous years, in conjunction with the Erving Senior Center, sponsored several health clinics for our Seniors. Clinics include monthly blood pressure checks, diabetic/cholesterol screenings, flu clinics and foot clinics.

In 2013 the Board of Health renewed 14 Food Establishment permits, two Semi-public Swimming Pool permits, and one Outdoor Wood Burning Boiler permits.

The Board of Health renewed 19 Septage Hauler permits for 2013. Septage Hauler permits allows septic hauling companies to dispose of waste at the Erving Center Treatment Plant or at the Erving side Wastewater Facility. The waste from residents' septic systems can be disposed of without charge at the Erving side Plant. The septic hauler must call the facility in advance at 413-423-3354.

There are several ways to obtain permit applications for all of the above:

•Visit the Board of Health page or click on the 'Forms' tab on the town website at www.erving-ma.org and download the application that you need.

•Call or email the Board of Health Clerk and request an application be mailed or emailed to you. Contact information is at the end of this report.

•Come into Town Hall and pick up an application in the Board of Selectmen's Office.

As in previous years there were workshops and trainings through the Massachusetts Association for Public Health for the purpose of awareness and preparedness for immunizations, emergency and catastrophic events, for both the State and local Board of Health levels. The EEE Virus continues to be a concern since the scare in 2012. Our newest member of the Board of Health, Cyd Scott, has been to a couple of informational workshops regarding Medical Marijuana; which will inevitably be valuable to us in the very near future.

We continue to work with, as well as seek guidance and advice from our Health Agents, David Zarozinski and Deborah Palmer from the Eastern Franklin County Health District. Please be sure to read their report that is included within this Town Annual Report. We thank them for their continued help and support as each year passes. In years past and present we have, and continue to, depend on them for so many things from rabies concerns, tenant complaints, fires to both a motel and an apartment house, and everything in between. They are truly an asset to the Town of Erving.

The Board of Health is always open to any questions, concerns or problems regarding health issues in our town. Please feel free to call anytime at 413-422-2800 ext. 101; or you may email the Board of Health Clerk, Betsy Sicard, at municlerk.betsy.sicard@erving-ma.org .

Respectfully submitted,
Leo Parent, Jr., Chair
Michael Gralenski
Cyd Scott
Erving Board of Health

EDUCATION

Erving Elementary

Gill-Montague Regional

Franklin County Technical

2012-2013 Annual Report from the Erving Elementary School

Erving Elementary School enjoys a rich history of academic and cultural excellence that is the result of a collegial partnership between the school staff, parents and members of the community, each providing a diversity of experiences for our students. During these initial months as the principal, I have discovered this close working relationship, and focus upon what is best for children, to clearly exist.

Erving continues to be characterized as a ‘jewel’, when parents and educators are carefully considering the qualities that must be present in order to educate the whole child, and prepare them for the challenges of the 21st century.

Our educational programs are academically challenging, engaging each student by linking the curriculum to prior knowledge and experience. Faculty and staff work extremely hard to provide exciting, expanded opportunities for our students to explore new ideas, and acquire the skills to become productive citizens in a vastly changing society.

Currently the total enrollment of the school is 155 students in grades preschool through grade 6. A new addition to the faculty this year is Beth McCoy (Special Education Teacher).

In the fall of 2012, Erving Elementary School learned of its MCAS rating in both mathematics and English Language Arts (ELA), based on the March and May testing of all students. This information was helpful to the school because critical details about each student could be utilized to target instruction and resources that would improve student learning. The MCAS data guides decisions and specific action steps around professional development, curriculum, instruction and assessment. Erving Elementary School attained a Level 1 classification following the release of the MCAS test results. Level 1 is the highest level of 5, given to all schools in the state.

Throughout the winter of 2012 and following spring, the faculty worked on developing a clear understanding of the newly implemented Mathematics Common Core Standards. This important groundwork laid the foundation for our current work (2013-14) on the development of a Math Action Plan.

Grade 6 students attended Nature’s Classroom in Hancock, New Hampshire with the support of the PTO. Nature’s Classroom is a 5-day residential outdoor education program. Parents, teachers and children who attend speak of its impact for years.

The PTO is a vital part of the schools daily life. One of the many events hosted by the PTO is the Annual Cookie Exchange, following our (standing room only!) holiday concert. Every person leaves the concert with a bag filled with delicious home-baked cookies to enjoy over the holiday season. These traditions are an important part of what makes Erving such a wonderful community.

The School Council meets monthly to create a shared vision, discuss how the school can improve student outcomes, and, plan a school environment which unites all members of the school community in a sense of belonging, commitment and growth.

On behalf of the students attending Erving Elementary School, thank you to Superintendent Bob Mahler, Central Office staff, Special Education Co-Directors Deb Gerry and Prudence Marsh, Business manager Michael Kociela, the Erving School Committee, PTO, School Council, town officials, faculty and staff, families and community members. Your leadership, management, vision and support are all necessary to maintain the quality of education that our school provides for our children. It is imperative that we continue to provide our children with a safe, innovative and challenging environment to learn and grow as students and as people.

Thank you for providing our students with a safe, supportive and well cared for environment, where they can learn and grow. Our students deserve the best!

Respectfully Submitted

James D. Trill
Principal

**ANNUAL REPORT
GILL-MONTAGUE REGIONAL SCHOOL DISTRICT
FISCAL YEAR 2012-2013**

<u>SCHOOL COMMITTEE</u>	<u>TERM EXPIRATION (May)</u>
Joyce Phillips, Chair	2016
Jane Oakes, V. Chair	2016
Sandy Brown	2014
Shelly Clark	2014
Lesley Cogswell	2015
Mike Langknecht	2014
Marjorie Levenson	2016
Misty Lyons	2015
Jennifer Waldron	2015

**GILL-MONTAGUE REGIONAL SCHOOL DISTRICT
MISSION STATEMENT**

The Gill-Montague Regional School District promotes intellectual, ethical, and social growth within a dynamic educational community in order to develop knowledgeable, productive, and caring citizens.

**Superintendent's Annual Report
2012-2013**

The 2012-13 school year was a year of transitions for the Gill-Montague Regional School District (GMRSD). The year began with Interim Superintendent Mark Prince at the helm and ended with the hiring of Superintendent Michael Sullivan, who began on July 1, 2013. The school year also began with the district operating with the status of an underperforming, level four designation from the Department of Elementary and Secondary Education (DESE) and ended with the removal of this status in August, 2013.

The hard work of the school committee, administration, faculty, staff, and students led to many improvements which culminated in the removal of the level four status. The district's focus was on meeting the goals of its state monitored Accelerated Improvement Plan (AIP). The AIP had goals in the area of curriculum development, improved instructional practice, enhanced professional development, increased use of student performance data, and improved school committee governance. Teachers received extensive training in differentiated instruction, wider use of MAPS achievements tests took place, a new teacher evaluation system was introduced, and extensive curriculum revision took place to meet the needs of new state frameworks in literacy and mathematics.

In terms of learning outcomes, the district's performance on the state's standardized tests (MCAS) in 2013 continued to close the gap relative to state averages in English language arts, mathematics, and science. Turners Falls High School's graduation rate improved from 69.4% in 2012 to 88.7% in 2013, and U.S. News and World Report recognized Turners Falls as the 40th best high school in the state.

During the 2012-13 school year district enrollment was the following:

Gill Elementary (Grades K-6)	142
Montague Elementary (Grades Pre K-5)	377
Great Falls Middle School (Grades 6-8)	250
Turners Falls High School (Grades 9-12)	281

The citizens of Gill and Montague showed their support for the district with their approval of a budget for the FY 2014 that reflected a 1.6% increase in local assessments from the prior year. The general fund budget for FY 2014 was \$16,935,893, an increase in 2.4% from \$16,567,640 in FY 2013.

Montague Elementary School 2012-13

Parents, Students and Community Members of Montague Elementary School:

I am pleased to present you with the School Annual Report, which provides key information about the 2012-2013 educational progress for Montague Elementary School. This report contains information about student assessment, Adequate Yearly Progress (AYP) and teacher quality.

STUDENT DATA: Statistics describing the student population served by Montague Elementary School during the 2012-2013 school year may be found below:

- The Hillcrest Building served grades PK, K, and 1 with 2 preschool classes, 3 kindergarten classes, and 3 first grade classes. An additional PK class was at Great Falls Middle School.
- The Sheffield Building served a 2-5 grade span, with 3 classrooms each for grades 3-5 and four classrooms for grade 2.
- The average class size was 18 students.
- Our average daily attendance rate was 93.94%.
- There were 436 students enrolled during the school year.
- Our population of children receiving Free and Reduced Lunch increased to 63% maintaining our school-wide Title I status. Our level of free and reduced lunch population allows us to offer breakfast to all students regardless of income.
- Our English language learner population was 9% and included children with widely varying degrees of English competence.
- Special education population fluctuates over the year. The overall special education population was 21%. Two substantially separate programs for children with significant disabilities are included in this number. Our therapeutic program in the Sheffield Building (We did not have one in the Hillcrest Building this year.) served 12 students with emotional disabilities. Our suite for children with developmental disabilities served 5 children. Montague Elementary practices inclusion for all children with special needs.

Montague Elementary School did not make Adequate Yearly Progress (AYP) as identified by the No Child Left Behind Act (NCLB). More than 99% of students in grades 3-5 took the state MCAS test. The district worked on implementing the Accelerated Improvement Plan (AIP) as part of district efforts to move the district out of Level 4 Status.

Overview of School Improvement Goals 2012-2013: We continued to build on the goals of the Accelerated Improvement Plan (AIP), the driving force behind our school improvement efforts. Our staff focused on developing weekly standards based lesson plans with measurable mastery objectives and formative assessments. Professional development throughout the year focused on Differentiating Instruction and the new DESE Teacher Evaluation Standards and the new Teacher Evaluation System. Data teams and grade level teams focused on using data from our various assessments: Massachusetts Comprehensive Assessment System (MCAS), Measures of Academic Progress (M.A.P.), Dynamic Indicators of Basic Literacy Skills (DIBELS), Directed Reading Assessment (DRA), and other formal and classroom based assessments to make instructional plans and adjustments and to plan interventions to support students. The A.I.P. is a tool to support progress toward ambitious goals and consistency across the district. To this end, the plan consists of the following objectives and initiatives.

Strategic Objective 1: To improve the performance of all students through high quality instruction measured through an aligned curriculum and standards based lesson plans.

1. To implement a preschool through grade 12 curriculum aligned with the Massachusetts Frameworks.
2. Leverage common planning time to improve educator practice and student learning outcomes.

Strategic Objective 2: To improve the performance of all students by thoughtfully analyzing student performance data and using the results to inform modifications to curriculum and instruction.

1. Formative, interim and benchmark assessments will be administered PK – 12.
2. Grade/content, school and district based data teams will analyze varying sources of student level data, document themes, and use data to inform make decisions and changes in instruction
3. Teachers and administrators will utilize assessment data to determine student specific, differentiated instructional strategies resulting in increased student outcomes.

Strategic Objective 3: To provide professional development resulting in improved teaching practice and student outcomes

1. Implement a system of support and accountability for school and district administrators.

2. Staff will receive professional development improving their understanding of the new evaluation tool and the new educator evaluation standards.

Strategic Objective 4: To function as a united, goal oriented, forward moving and civil School Committee that makes decisions around student needs.

- **Continuous Improvement**

In 2012-13, Montague Elementary began implementing the new ELA and Math curriculum maps that had been developed during the previous year. Montague Elementary continues to focus on ELA and math while upgrading and updating materials and instruction in ELA and math as described by our goals and school improvement plan. Our three reading teachers have also contributed tremendously to student achievement and have helped students accelerate their reading level to meet grade-level expectation. Several tools are used to evaluate student performance, including portfolios, test scores, observation, report cards, standardized and non-standardized assessment, such as MAPS, DIBELS, DRAs, and MCAS. These tools are used to gather and analyze data and to focus continuous improvement on academic achievement for all students.

- **Extended Learning Opportunities**

A variety of techniques are used to identify and provide support to academically at risk students, including but not limited to: achievement, attendance, and discipline data; staff and parent referrals; and Individual Educational Development Plans. Students who are identified as academically at risk are matched to appropriate extended-learning opportunities. Through our Student Support Team Meetings, data analysis, and parent communication, we identify at-risk students in each classroom and create an individualized intervention program for each child. These lists of students, interventions, and methods are monitored for effectiveness and adjusted as needed. Montague Elementary has before- and after-school programs that provide tutoring, homework assistance, reading help, and enrichment activities.

- **Family Involvement**

Our school uses various strategies to regularly communicate with the community. Regular and timely one-way information is given to parents through the use of newsletters and notes and letters from teachers as needed. There are also many opportunities for two-way communication with families and community members, including conferences, phone calls, workshops, Family Literacy and Math Nights, PTO meetings, general parent meetings, Special Education PAC meetings, home visitations, and other methods.

- **School & Community Relationships**

Montague Elementary works with families and community to build positive relationships that support student learning. Our school has an active parent-teacher organization and school community council. The school has a strong relationship with several outside organizations, such as The Catholic Social Ministries and Nurturing Families programs. The school provides opportunities for families to participate in events that support student achievement. Activities include information on how parents can support student learning at home, staff development on family involvement, parenting classes that support student and family learning, computer classes for parents, and conflict-resolution training for students and adults. Parent support groups, family attendance at school functions, and parent volunteer experiences all contribute to parents becoming actively engaged with students.

- **Student Attendance**

Our school has a supportive, student-centered climate that promotes attendance and a safe, orderly environment. There are follow-up and accountability notes for parents and students whose attendance may be negatively impacted by academic, emotional, social, or family problems. Our school has a crisis plan in place and conducts fire drills on a regular basis to ensure student safety. This year, after training of district staff, we began implementing lock down drills, and we practiced how and where to take shelter in case of storm warnings. The school adheres to the district policies around student conduct and complies with Safe and Drug Free Schools and GMRSD Bullying Prevention and Intervention Plan. We utilize Responsive Classroom strategies, develop individual classroom and school rules, and provide a system to identify student needs that impact attendance. The student handbook, Parent Compact, parent newsletters, individual discipline classroom plans, Admin. Plus attendance data, and tardy and absenteeism letters are all used to build communication between students, staff, and parents regarding attendance.

Title 1 School-wide Plan

Goals for the program were as follows:

- Maintain the school-wide status and programs at Montague Elementary School.

- Maintain the intensive academic support services that were put in place as part of our SES program.
- Expand the offerings at evening programs for parents to include topics requested on the parent survey.

Gill Elementary School 2012-2013

Overview

Gill Elementary School is an exemplar school in the region. The leadership and direction of the school, the quality instruction given to the students, the dedication of the staff to create a positive learning environment, and the strong parental and community support over the years make this exemplar status possible. Strong achievement, steady enrollment, new staff and a focus on differentiation of teaching and student learning characterized the 2012-2013 school year at Gill Elementary School. Under an aligned district accelerated improvement plan and school improvement plan focusing on a curriculum, use of research based instructional practices, and data driven decision making as well as a school wide focus on the social and emotional growth of all children, Gill ended the year as a Level 1 school. Strong MCAS scores showed 67% of the students proficient/advanced in English Language Arts and 68% of the students proficient/advanced in Math. Our student growth in English Language Arts at 64% and Math at 71% was exceptionally high, representing better than average gains overall. We also scored extra credit points for increasing the percentage of students scoring in the advanced category in English, Math and Science. It is important to acknowledge the excellent teaching staff at Gill for their superb instruction and in providing an optimum environment for learning.

Students and Staff

The school's enrollment increased to 142 students with 62 students being male and 80 female. The attendance rate at 96.0% came in higher than the state average. The class breakdowns were as follows:

Kindergarten	15
Grade 1	20
Grade 2	20
Grade 3	23
Grade 4	21
Grade 5	22
Grade 6	21

In terms of personnel, a fifth grade teacher, speech and language pathologist, and special education paraprofessional were hired. A full time librarian was hired and shared with Montague Elementary School. The role of principal continued to be a shared position working as the Early Childhood Coordinator for the district. Additional responsibilities as the special education team chair for the building were further added to the principal position. The nurse position was increased mid-year from a .5 position shared with the middle school to a full time position. In addition to new hires, the kitchen assistant became the kitchen manager after the retirement of Carole LaFleur in January.

Professional Development and Structures for Collaboration

The staff met weekly in vertical teams focused on curriculum, instruction and student achievement. This collaboration structure allowed for embedded professional development and provided opportunities for collective inquiry and action research to achieve better results for the students at Gill. Learning Walkthroughs were conducted as a collaborative tool to assess teaching and learning trends. 100% of the teachers at Gill participated in Learning Walkthroughs focused on standards based teaching and learning. Teachers also participated in professional development in differentiation, the use of mastery objectives, data driven decision-making, Edline, Response to Intervention, Keys to Literacy, Math Expressions and Responsive Classroom.

Academic Program

The staff continued with the implementation of the district's social and academic curriculum. Responsive Classroom formed the core of the social curriculum from First Grade through Sixth Grade with Kindergarten using a blend of Tools of the Mind and Responsive Classroom. Instructional programs continued to be supported with Houghton-Mifflin Reading, Houghton-Mifflin Math Expressions and Tools of the Mind in Kindergarten. The Houghton-Mifflin Math Expressions program was an updated version aligned to the Common Core Standards. The staff had the support

of a Math coach, English Language Arts coach and early childhood Tools of the Mind coach. The students had the support of a part time reading specialist, part time counselor, a full time special education teacher and two full time special education paraprofessionals. The kindergarten children benefitted from a full time paraprofessional. The students also benefitted from utilizing two web based programs, IXL math and Lexia reading, to practice their skills both at school and at home. Our Sixth Grade continued to participate in a weeklong environmentally focused outdoor learning experience at the Sargent Center in New Hampshire.

School Council

The School Council continued to be a pivotal component of the Gill School Community. We began the year unveiling our new mission statement for the school developed during a summer retreat by the outgoing school council: Gill Elementary school inspires and nurtures **curiosity, compassion** and **perseverance** in each student within a community that promotes a love of learning. The Council was comprised of Kathleen Adams, Principal, Kathryn Hayden, School Adjustment Counselor, Bharati Shapero, First Grade teacher, Christina Postera, parent, and Gina Onushco, parent. Matt Leaf's term ended midyear. He was replaced by Sheri Little. This dedicated group used the Conditions of School Effectiveness to analyze the school and develop a School Improvement Plan aligned to the district's Accelerated Improvement Plan and focused on four main goals with an emphasis on tiered instruction, student assessment, supporting students' social emotional needs through the Responsive Classroom approach and strengthening family-school engagement.

Family School Engagement

Parents continued to be involved in many ways. The efforts of the PTO focused on fund raising to supply much needed items to the school and offering community events to build school culture. The PTO continued its traditions of offering a before-school Ice Cream Social, a Winter Crafts Night, a Family Dance, a Scholastic book fair, a Read-a-thon, a Spring Carnival and the culminating Arts and Eats Night. In the fall, the staff offered a separate Open House and a Curriculum Night that were well attended. Attendance at Parent-Teacher conferences was 100%.

A strong connection between the Gill Elementary School and the Northfield Mount Hermon (NMH) school community was fostered in a variety of ways. Our Spanish program led by Northfield Mount Hermon students ran year round and included First grade through Sixth Grade students on a weekly basis. Students from NMH also undertook smaller projects, such as tutoring individual students, sharing their learning and volunteering in the classrooms. The annual winter concert by Eaglebrook was cancelled due to a snow storm but the students benefitted from hearing Stoneleigh Burnham's All Girls Big Band in the spring led by Gill parent and resident Greg Snedeker.

Improvements to the School Building and Grounds

The school's technology infrastructure was upgraded to meet the technology needs of the 21st century and prepare the school for the coming years. The school library was upgraded and moved to a larger room. When not in use, it serves as a meeting space and special education room. To the exterior grounds, new soccer goals were installed and a birch tree planted in honor of retired fifth grade teacher, Mark Silverman. The front entrance bed was maintained thanks to parent support and the mulching of all the flower beds around the school was a result of volunteer help from Northfield Mount Hermon.

Great Falls Middle School 2012-13

Great Falls Middle School is a middle school of approximately 220 students in a Pre-K Program and grades six through eight. Twenty-seven of the children grades 6-8 are school choice students. A team structure, common planning time, flexible scheduling, and philosophy that acknowledge the needs of young adolescents are what set us apart from junior highs and many other middle schools. We take great pride in the quality of the education that we offer our students and in the cooperative and respectful atmosphere where students and teachers work and learn together as a community. Great Falls Middle School is housed in the addition attached to the East end of Turners Falls High School. While Great Falls Middle School is substantially separate from the High School, the library, gymnasium, pool, auditorium, band room, and cafeteria are shared facilities.

Great Falls Middle School is composed of a Pre-K Program in one classroom and three interdisciplinary academic teams, one at the sixth grade level, one at the seventh grade level, and one at the eighth grade level. The 7th and 8th grade teams include teachers of math, science, language arts and social studies, as well as, a special education teacher. The 6th grade team is composed of a math, language arts, science, and a special education teacher. Three of the teachers also teach social studies. A fourth team is composed of the teachers of related arts classes which include Art,

Physical Education, Math Applications, and Reading. In addition to the four academic courses all students participate in a study skills class where they learn skills to help improve their overall academic performance by building essential skills. On the state rating scale of 1-5, one being the best, Great Falls Middle School is a Level 2 School.

Great Falls Middle School students also participate in the Developmental Designs for Middle School Program. The staff and administration have had training in Developmental Designs and embrace the philosophy fully. This approach includes students taking part in a Circle of Power and Respect three mornings per week in small groups, where students get to know one another, learn to interact respectfully, and have the opportunity to participate in group greetings, sharing and activities. There are also full school meetings every Monday and Friday when the middle school comes together in the theater. As part of this philosophy students create a social contract with rules they develop and agree will help the middle school be a great place to learn and grow as citizens.

Throughout the year, students have the option of participating in marching band, concert band, and chorus, as well as, Peer Mediation, the Green Team, GSA, Cyberbullying Awareness Committee, Yearbook, and Student Council. In addition to the activities already mentioned, students may participate in the inter-scholastic sports program which includes soccer, football, field hockey, cross country, volleyball, golf, basketball, swimming, baseball, softball, tennis, and track.

The highlights at Great Falls Middle School:

- Annual First Day Celebration: The middle school began the year with a First Day Celebration. On the day prior to school opening, parents and families of our students joined the faculty and staff for a light breakfast in the cafeteria. Parents have the opportunity to meet with the teachers of their child's team, and new students have the opportunity to meet teachers and other students. It was a great success and a wonderful start to the new school year.
- Open House: Meeting with parents, family members, and people in the community is essential to an effective school program. At our annual open house we all came together to learn about the middle school program and the middle school facility and its many advantages for our students. The open house is always a wonderful way to start the year and helps parents and teachers get to know each other as they begin the important work together of educating children. The evening culminates with staff and families sharing donuts and cider in the cafeteria.
- GFMS/TFHS musical production of Annie March of 2013 provided students with a wide variety of activities and learning experiences as a means of educating the "whole child", one of the middle school goals. In this endeavor, many middle school and high school students joined together to perform the production. The role of Annie was performed by 8th grader Alison Kilanski. A tremendous amount of help from parents, staff, and the community preparing sets and costumes went into making a wonderful event. The production in the school theater was truly a marvelous experience.
- The social development of our middle school students is important so to that end throughout the school year there are dances held. Often the dances are sponsored by Student Council or one of the classes. Students look forward to these events, as does the staff, as a way to connect with each other outside of the classroom.
- Community Service: As citizens of any community, it is important that students understand and value the need to be of service to others. Once again, the Great Falls Middle School Student Council, with the charitable assistance of the middle school community, successfully responded to the needs of others by collecting several car loads of food for donation to the survival center. Student Council also spearheaded other fund raisers throughout the school year to benefit people in our community.
- Our school year always concludes with the 8th Grade Celebration. The last day of school we gather all of our students, parents, and community members in the gymnasium to celebrate the 8th grade students finishing their middle school career and going onto high school. Speeches are given by newly elected class officers, school committee chair, and the principal. There is a slide show to show the students growth throughout their time with us at the middle school. We honor all of our students' success and wish them well in high school.

Great Falls Middle School provides a safe, nurturing, and academically challenging environment and a supportive transition from elementary to secondary school. The program is specifically designed to meet the needs of early adolescents while empowering them to develop and recognize their value and place in the global community.

Turners Falls High School 2012-2013

Turners Falls High School is a four-year, comprehensive high school accredited by the New England Association of Schools and Colleges. For this school year there are approximately 250 students enrolled. The Turners Falls High School has a modified schedule of 4x4 blocks, plus 30 minutes of Guided Academic Progress (GAP) block at the end four days per week. On Wednesdays, students participate in a community meeting which highlights success, focuses on achievement, and offers motivational speakers. We hosted our first annual John and Abigail Adams Scholarship Award ceremony during committee meeting. Each recipient received a commemorative coin.

Students of Turners Falls High School are required to earn one hundred fifty five (155) credits to graduate except current juniors and seniors who are still under the previous requirement of one hundred and forty (140). In addition to course offerings in English, mathematics, science, and social studies, Turners Falls High School has offered diverse elective courses including three world languages (Latin, Spanish, and French), business education, technology education (graphic arts, Computer Aided Design, Wood Shop Manufacturing, Basic Video, and Television Studio Production), health education, physical education grades 9-12, art, music, fine arts, and theater arts. The school curriculum supports Advanced Placement courses that offer students the opportunity to receive college credit for courses. Through the MMSI (Massachusetts Math and Science Initiative) the high school has been able to add more AP classes for a total of 9 Advanced Placement classes. When a student scores a 3, 4 or 5 on an **AP** test, colleges award college credit, which can save parents tuition costs. Opportunities are available for students to take courses outside of Turners Falls High. We have partnered with Greenfield Community College's Educational Transitions Program which also provides low income students with dual enrollment opportunities at no cost to their families. Recognizing the importance of providing students with insight into the world of work, school-to-work opportunities are provided for students who want "real life" and hands-on opportunities for credit. To further this initiative, we offer student internships inside and outside of the school.

Turners Falls High School has a tradition of maintaining a commitment to excellence, a caring atmosphere promoted by students and staff, and a sense of community. We have an annual TFHS Hall of Fame induction ceremony which celebrates the successes of Turners graduates who have excelled beyond their high school years. We offer Student Council, National Honor Society, and Rise Up which allow students to work on a variety of individual projects to improve school community relationships as well as several community service efforts and charitable undertakings. Students participate in small advisory groups in which they have the opportunity to form bonds with a caring adult and a small team of students. Activities include team building, planning for the future, and building communication skills.

The Turners Falls High School and Great Falls Middle School complex is a "Green School". This is a term that is given to schools or buildings that are designed to be environmentally sensitive, energy efficient and healthy for their occupants. In keeping with the "Green School" classification, TFHS students recycle paper, glass, plastic, and juice cartons in the school cafeteria, classrooms, and grounds. This year both the high school and middle school have begun composting. This endeavor is a win-win situation because it is good for the environment, teaches students lifelong habits, and saves the district money in trash removal fees. In fact, the TFHS environmental science teacher, Dr. Robin Harrington, was recently named by the Mass Insight Education and its **PARTNERS IN EXCELLENCE** as a Teacher in Excellence for her work in the Mass Math + Science Initiative

The 2013 graduation was held in our air conditioned gymnasium. Students set up and decorated the facility, taking great pride in their efforts. The Turners Falls High School administration and staff celebrated the event with the students, their parents, and family members.

Sports accomplishments have included:

- 2012 Football Super Bowl runner-ups with a snowy loss at Westfield State University coached by TFHS graduate Chris LaPointe
- Ryan Wilder ran for 2000+ yards for the season
- Golf league champs
- Boys Tennis league champs
- Football Western Mass Division XI Champs
- Play-off performances for many other sports

Students also participated in a variety of academic, fine arts and club activities. The band and chorus continued to entertain. Activities such as the Annual Powder Puff Football Game, Annual Arts Evening, Snow Ball, National Honor Society Induction, Prom (this year at the Wachusett Village Inn), and Homecoming activities including all four classes. The Thanksgiving bonfire, prior to the Thanksgiving Day football game, was organized by students from the Technology classes and Mr. Jobst, was a highlight of the fall season. We defeated Greenfield for the second year in a row to win Turkey Day. In March, students from Turners Falls High School and Great Falls Middle School participated in the musical *Annie* and performed to large crowds at each performance. In the spring the annual spirit week activities included a talent show, games, a barbeque, and a dunk tank with administrators and staff getting dunked for charity.

Turners Falls High School appreciates the community's support of/for the many activities, athletic events, fundraisers, concerts, musical productions, and field trips and for the help of the many volunteers who assist the school on a daily basis.

Student Support Services and Special Education

This is my second annual report as the Director of Student Support Services and Special Education for the Gill-Montague Regional School District. The information in this report has been provided by special education teachers, educational support staff, administrators and specialists.

Our Special Education Department is responsible for ensuring all students who require special education services in order to access their learning are identified and their individualized learning needs are met in the least restrictive environment possible. Special Education Department staff work with teachers, administrators and families to ensure Individualized Education Programs (IEPs) for students are implemented with fidelity.

Our Special Education Department continues to value inclusion opportunities for our students with disabilities. Inclusive education is based on the simple idea that every child is valued equally; whether the disability is severe or mild, obvious or hidden. The premise is to allow the student to participate in everyday activities, just like they would if their disability was not present.

General Overview for Special Education Students

We provided one hundred and ninety-five (195) students between the ages of three (3) and twenty-two (22) with special education services. This is down by thirty-five (35) students from last year, which represents a fifteen percent (15%) decrease. Each student with special needs has an individualized education program designed to meet that student's unique educational needs. We provided ninety-two (92) students with accommodations with a 504 plan. This number is down by twenty-three (23) students from last year, which represents a twenty percent (20%) decrease.

The Gill-Montague School District has made a concerted effort to serve students with special needs in our local schools whenever possible. Due to the commendable skills of our special educators, classroom teachers, support staff, the District has been and continues to provide our students with a comprehensive system of support through the in-districts' Special Education and Student Support Services Team.

The Gill-Montague Regional School District has been successful in providing high quality, cost effective programs for students with disabilities within our local schools and substantially separate programs. Therefore, we have a small number students placed outside the District in specialized programs. As of this report, only six (6) students are currently being served by outside educational programs. This number represents a sixty percent (60%) decrease from last school year.

Early Childhood

At the early childhood level the District has three preschool classes. Each classroom has a full time teacher, a paraprofessional and access to special therapies. Currently, there are two (2) Pre-K classes at the Hillcrest building and one (1) Pre-K class at the Great Falls Middle School.

Our integrated preschool is for students who have a diagnosed disability that requires educational programming and services between the ages of 3 to 5. The integrated setting allows all children to participate to their fullest capabilities

in an inclusive setting. Special support services are provided within the classroom setting in a functional and relevant manner when appropriate and based upon the individual needs.

Special Education Parent Advisory Council

The Special Education Parent Advisory Council is an active group of parents that provide a voice and give support for parents and guardians of children with special needs being serviced in our district. This council is made up of special education parents and the Director of Student Services and Special Education to work collaboratively and to provide a support network for families, a vehicle for feedback to the Gill-Montague Regional School District and the Office of Student Services.

All of our Student Support Staff continue to expand our collaboration within the community agencies in this area. Creating connections between outside agencies and our school based teams' helps to ensure that families have more success in raising their children.

Continuum of Student Support Services

Our model depicts the support and services we provide to students in our schools to ensure that we meet the educational needs of all of our varied learners. This provides a conceptual frame which guides how we organize ourselves at the building and district level. This model presents a lens by which to identify specific student needs as well as patterns and trends which require intervention.

Currently, our special education teams within our schools include special education teachers, school psychologists/team chairpersons, behavioral psychologist, speech and language therapists, an occupational therapist, a physical therapist, a vision specialist, a hearing specialist, and contracted consulting services and paraprofessionals.

On behalf of myself and support staff it has been a privilege and an honor serving this District and the surrounding communities. I would like to thank, my support staff, administrative team, special education teachers, general education teachers, specialists, parents, students and the community for their support and hard work.

Curriculum

The major curriculum work that was done in 2012 involved the creation of curriculum maps for all grades. These maps are aligned with the latest Massachusetts Curriculum Frameworks. We have continued to update those guides annually as new information becomes available.

We continue to support our Pre-Kindergarten and Kindergarten curriculum called Tools of the Mind. This innovative and highly successful program is now being implemented in other districts in Massachusetts as well as across the country. We also continue to use and support our long standing Responsive Classroom program in the elementary schools and Developmental Design in the middle school. The high school has reconfigured and updated their Advisor-Advisee program and instituted a restorative justice program.

We continued to train teachers and implement the Keys to Literacy instructional strategies in all schools and across the curriculum. This is highly respected program and except for our most recent hires all teachers have been trained in the comprehension and vocabulary strategies of this program.

We purchased and implemented the latest version of the Math Expressions program in grades 1-5. The new program is fully aligned with the Common Core and Massachusetts Curriculum Frameworks. It includes computer software to support the concepts taught in the classroom.

We have greatly expanded the number of Advanced Placement courses in our high school as well as the number of students who enroll in those classes. They include: AP Calculus, AP Statistics, AP Biology, AP Environmental Science, AP Language and Composition, AP Literature and Composition, AP Psychology, AP Government and AP U.S. History.

We continue to conduct Learning Walkthroughs to assess the implementation of our various curriculum and instructional initiatives. These Learning Walkthroughs are done by teams of administrators and teachers who visit

various classrooms to determine how well we are carrying out the best practices identified in our Accelerated Improvement Plan.

The use of student performance data to plan instruction and evaluate the success of our curricula has been a high priority for us and for all school districts. It is a major component of our Accelerated Improvement Plan along with the updating of our curriculum. The Data Teams in each of our schools are using data from the Measurement of Academic Progress (MAP) test given three times during the year as well as our unit tests and MCAS data.

We have continued the process of training our administrators and teachers in the use of the new Educator Evaluation System required by the Department of Elementary and Secondary Education. All teachers and administrators will be evaluated using this new tool in the 2013-2014 school year.

From July of 2012 to June of 2013 our teachers attended over 30 professional development trainings on various topics including the use of technology to improve instruction. They also attended 7 afternoon workshops throughout the year on how to implement differentiated instruction.

Technology

The following are highlights of accomplishments in the 2012-2013 school year in the area of technology:

- Maintenance was done on all computers and servers over the summer.
- We re-purposed over 200 of our oldest computers as thin clients. We will continue this trend throughout the year.
- We virtualized over 30 servers.
- Deployed a district wide, enterprise class Wi-Fi network.
- We are reducing boot-up times on computers across the district using solid state hard drives and virtualized desktops.
- We are streamlining computer management by using Novell ZenWorks.
- We were able to purchase and install 11 interactive projectors in elementary school classrooms.
- We expanded the use of iPads to classrooms other than science
- We continued to provide courteous and responsive help desk support as needed.

Each year educators find new ways to use computer technology to help students learn. We continue to do our best to comply with the Massachusetts' Technology Benchmarks and to take advantage of the ever-increasing educational possibilities presented by technology. We are fortunate in having a technology support staff that is able to maintain the integrity of our computer networks and to keep our older computer equipment running as long as possible. We make every effort to keep down the cost of technology by repairing whatever we can ourselves. However, the cost of maintaining a reliable district-wide computer network, classroom computer and tablet services, Internet service, and educational software licenses continues to grow and to strain our fiscal resources.

Gill-Montague Regional School District
GENERAL FUND
Statement of Revenues and Other Sources, and Expenditures and Other Uses – Budget and Actual
For the Year Ended June 30, 2013 (Unaudited)

	Original Budget	Final Budget	Actual Amounts	Variance with Final Budget Positive (Negative)
Revenues and Other Sources:				
Assessments to member towns	\$9,258,662	\$9,258,662	\$9,258,662	
Tuition	\$560,000	\$560,000	\$522,619	(\$37,381)
Intergovernmental	\$6,263,978	\$6,263,978	\$6,411,776	\$147,798
Investment Income	\$5,000	\$5,000	\$4,103	(\$897)
Miscellaneous				
Other Sources	\$480,000	\$480,000	\$719,928	\$239,928
Total Revenues and Other Sources	\$16,567,640	\$16,567,640	\$16,917,088	\$349,448
Expenditures and Other Uses:				
Administration	\$633,881	\$633,881	\$653,511	(\$19,630)
Instruction	\$7,591,525	\$7,591,525	\$8,008,113	(\$416,588)
Other School Services	\$962,418	\$962,418	\$963,261	(\$ 843)
Operation and maintenance	\$1,678,152	\$1,678,152	\$1,528,756	\$149,396
Fixed charges benefits	\$3,481,603	\$3,481,603	\$3,245,821	\$235,782
Debt Service	\$197,723	\$197,723	\$197,723	
Acquisition	\$0	\$0	\$0	
Special education tuitions	\$416,710	\$416,710	\$232,449	\$184,261
School choice/charter	\$1,605,628	\$1,605,628	\$1,738,006	(\$132,378)
Total Expenditures and Other Uses	\$16,567,640	\$16,567,640	\$16,567,640	
Excess (deficiency) of revenues and other sources over expenditure and other uses			\$349,448	\$349,448

Contributors to the Annual Report
Michael Sullivan, Superintendent of Schools
The Management Solutions, Business and Operations
Martin Espinola, Director of Teaching and Learning
Walter Solzak, Director of Special Education and Student Services
Kathleen Adams, Principal, Gill Elementary School
Mark Andrews, Principal, Montague Elementary School
Donna Fitzpatrick, Principal, Great Falls Middle School
Thomas Osborn, Principal, Turners Falls High School

Franklin County Technical School District
2013 Annual Report to Towns

We submit this annual report for 2013 on behalf of the Franklin County Technical School District and its administration, faculty, staff and students.

Total enrollment as of October 1, 2013 was 523 students with town breakouts as follows:

Bernardston	20	Erving	24	Montague	67	Sunderland	9
Buckland	9	Gill	8	New Salem	9	Warwick	812
Colrain	23	Greenfield	123	Northfield	33	Wendell	9
Conway	7	Heath	4	Orange	70	Whately	9
Deerfield	21	Leyden	7	Shelburne	11	Non-District	48

Franklin County Technical School awarded 110 diplomas to our seniors in June of 2013. Massachusetts students are required to pass the MCAS in order to receive a high school diploma and once again our students were very successful in meeting this high academic standard. The graduates also earned their vocational certificate along with their diploma. 41% of our graduates planned to go on to either a two or four year college, 34% joined the area work force, 9% planned to join the military, 7% went on to a post-secondary trade/technical school, and 9% were unsure as to which of the above options they would pursue. We are proud of the accomplishments of the Class of 2013.

The Franklin County Technical School construction trades have been busy with a number of projects in a number of communities. Service-learning activities extend the classroom into the real world, building skills that only authentic work can provide. With this benefit for the students, communities also benefit from the work that the school can provide. In Warwick, the electrical, carpentry and plumbing programs have been working on renovation to the Warwick police station. In Wendell, the emergency kitchen at the Town Hall will be having renovation work done. Site visits have been completed and permits are being pulled. Carpentry, plumbing and electrical will all be involved in the upgrade of the grand old building. In Leyden, the Town Hall is in progress of a renovation to its entrance. Carpentry is waiting on input from the architect in order to proceed further. In Sunderland, the carpentry shop will be building a gazebo that will be dedicated in the spring of 2014 in memory of the late principal, Mr. Merritt. Projects in discussion at this point include the massive renovation of a building in Greenfield for the Child Advocacy Center, focusing on child abuse. A recent visit to the building began the discussion. Also in discussion is the building of a regional animal shelter to be located in Athol. Towns that would belong to the regional shelter would include Athol, Orange, Petersham, New Salem (there may be more). Welding is working on a drop-box for the Northfield Library. Electrical and landscaping dug trenches and ran electrical at the Orange airport and electrical work was done at the Turners Falls airport. Health Technology continues their work at Charlene Manor. Cosmetology has been involved in the Greenfield Rays of Hope Cancer walk and visiting area senior nursing facilities for beauty services. Business Technology coordinated a clothing drive for the Turners Survival Center and Programming and Web Design is helping to design the website for the Virtual School. Landscaping was involved in the Corn yield contest judging. The program started flower/planting beds at the Warwick police station and they were very involved in the Source-to-Sea clean up. Internally, the shops are always doing a lot of work activities that save the school from needing to outsource the work. Electrical installed the bus bar connections for the new Machine Technology equipment and wired all of the new CNC

machines. Electrical also did a power expansion in Welding and their students have been utilized by our Network Manager to run communications wiring in the building. The exterior of the building continues to be maintained by the Landscaping program. Plumbing has been involved in installing new sinks, bubblers and other plumbing related repairs. Every one of these activities is a benefit to the students and area towns.

FCTS, like every other school in the Commonwealth and along with 45 other states, is continuing a transition to the new Common Core academic state standards. Franklin County Technical School's MCAS scores have remained steady over the last four years with modest growth. We are pleased to report the implementation of our targeted Math 180 curriculum for grades 9 and 10 during the 2012/13 school year provided the necessary instruction to elevate our accountability status from level 3 to level 2.

The most substantial upgrade in a FCTS program took place this year with the complete modernization of the Machine Technology program. Sorely outdated, the shop was filled with manual machines, some dating back to the 1940's. However, throughout Franklin County, the many small precision machine shops had moved to current technologies.

A coalition was formed, made up of 14 businesses, Greenfield Community College, Franklin Hampshire Regional Employment Board and Franklin County Technical School. Funding was acquired from the businesses and state totaling \$550,000 which was used to purchase 14 Haas Automation machines. Haas discounted the machines \$217,000, and Franklin Hampshire REB secured a state grant in the amount of \$240,000 for an evening, adult education program that will cover two years of training.

New CNC machines arrived in late August, just days before school was to open. Even as the machines were being calibrated and connected, students were eager to run the new machines. In January a third Machine Technology teacher was hired, bringing to the program years of current, modern CNC machining skills to the teaching staff. Walk into the shop today and you find a thriving program that is a model for Machine Technology training.

In closing, we will continue to work diligently to ensure that our graduates are an integral part of the economic development for the region and we thank each and every citizen of Franklin County for your continued support.

Respectfully,

Mr. Richard J. Kuklewicz
School Committee Chairman

Mr. James M. Laverty
Superintendent-Director

Franklin County Technical School District Committee 2013

Bernardston-Lloyd J. Szulborski; Buckland-Laura J. Earl; Colrain-Nicole Slowinski; Conway-Stephanie Recore; Deerfield-Vernon Harrington 1/2 year; Katherine James 1/2 year; Erving-Robert F. Bitzer; Gill-Clifford C. Hatch; Greenfield-Mark M. Maloney; Christopher L. Joseph; Larry D. Geiser; Jeffrey D. Hampton; Heath-Arthur A. Schwenger; Leyden-Gerald N. Levine; Montague-Richard J. Kuklewicz, Chairperson; Dennis L. Grader; New Salem-Jeff D. Adams; Northfield- Scott Milton; Orange-Clifford J. Fournier, Secretary; Linda R. Chapman; Shelburne-Angus Dun; Sunderland-James Bernotas; Warwick-A. George Day, Jr., Vice-Chairperson; Wendell-Richard E. Drohen; Whately-Donald C. Sluter

TOWN
ELECTIONS
&
MEETINGS

COMMONWEALTH OF MASSACHUSETTS
WILLIAM FRANCIS GALVIN
SECRETARY OF THE COMMONWEALTH

SS.

To either of the Constables of the Town of Erving

GREETING:

In the name of the Commonwealth, you are hereby required to notify and warn the inhabitants of said Town who are qualified to vote in the Special State Primaries to vote at

Precinct 1

Town Hall, 12 East Main Street

on **TUESDAY, THE THIRTIETH OF APRIL, 2013**, from 7:00 A.M. to 8:00 P.M. for the following purpose:


To cast their votes in the Special State Primaries for the candidates of political parties for the following office:

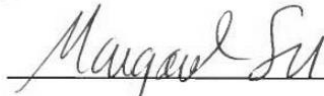
SENATOR IN CONGRESS. . . . FOR THE COMMONWEALTH

Hereof fail not and make return of this warrant with your doings thereon at the time and place of said voting.

Given under our hands this 18th day of March, 2013.







Selectmen of The Town Erving

Method of service of warrant: By hand


Constable

March 18, 2013.
(month and day)

(Warrant must be posted at least **seven days prior** to April 30, 2013.)

**SPECIAL STATE PRIMARY ELECTION RESULTS APRIL 30, 2013
DEMOCRATIC RESULTS**

OFFICE	VOTES
Senator In Congress – Vote For One	
Stephen F. Lynch	30
Edward J. Markey	51
TOTAL	81

**SPECIAL STATE PRIMARY ELECTION RESULTS APRIL 30, 2013
REPUBLICAN RESULTS**

OFFICE	VOTES
Senator In Congress – Vote For One	
Gabriel E. Gomez	30
Michael J. Sullivan	8
Daniel B. Winslow	5
TOTAL	43

ANNUAL TOWN ELECTIONS
MONDAY MAY 6, 2013

To either of the Constables of the Town of Erving:

Greetings: In the name of the Commonwealth of Massachusetts you are hereby directed to notify and warn the inhabitants of the Town of Erving, qualified to vote in town affairs to meet in the meeting room at the Town Hall in Erving Center on Monday, May 6, 2013, at 10:00AM then and there to bring in their votes for the following town officers and ballot questions:

One Selectman for three years
One Assessor for three years
One Tax Collector for three years
One Library Trustee for three years
One Library Trustee for one year
One Moderator for one year
Two School Committee Members for three years
One School Committee Member for one year
One Tree Warden for one year
One Constable for three years
Two Planning Board Members for three years
One Planning Board Member for one year
Two Recreation Commissioners for three years
One Board of Health Member for three years

The polls will close at 8:00PM.

2013 TOWN ELECTION RESULTS | OFFICE | VOTES | |---------------|--------------| |---------------|--------------|

Selectman – 3 Years

Eugene M. Klepadlo	56
Others	1
Blanks	5
Total	62

Assessor – 3 Years

James Carpenter	54
Others	1
Blanks	7
Total	62

Tax Collector – 3 Years

Michele M. Turner	57
Others	1
Blanks	4
Total	62

Library Trustee – 3 Years

Others	10
Blanks	52
Total	62

Library Trustee – 1 Year

Mackensey L. Bailey	52
Others	1
Blanks	9
Total	62

Moderator – 1 Year

Richard K. Peabody	49
Others	2
Blanks	11
Total	62

School Committee – 3 Years – Vote For Two

Rene A. Tela	52
MacKensey Bailey	4
Nathan May	2
Others	6
Blanks	60
Total	124

2013 TOWN ELECTION RESULTS

OFFICE	VOTES
School Committee – 1 Year	
Melanie Burnet	4
Others	8
Blanks	50
Total	62
Tree Warden – 1 Year	
Christopher R. Stacy	49
Others	1
Blanks	12
Total	62
Constable – 3 Years	
Richard W. Newton	54
Others	1
Blanks	7
Total	62
Planning Board – 3 Years – Vote For Two	
Jacquelyn M. Boyden	49
Michael M. Shaffer	51
Others	3
Blanks	21
Total	124
Planning Board – 1 Year	
Others	6
Blanks	56
Total	62
Recreation Commission – 3 Years – Vote For Two	
Jillian Betters	56
Melinda A. LaBelle	48
Others	2
Blanks	18
Total	124
Board of Health – 3 Years	
Leo J. Parent, Jr.	55
Others	1
Blanks	6
Total	62

**ANNUAL TOWN MEETING
MONDAY MAY 8, 2013**

Pursuant to a warrant signed by the Erving Selectmen and duly posted, as directed by the vote of the Town, the legal voters met in the Erving Elementary School, 28 Northfield Road, Erving, Massachusetts, on Wednesday May 8, 2013, at 7:00 p.m. and conducted the following business. The meeting was called to order by Moderator Richard K. Peabody at 7:02 p.m. who noted that a quorum was present. The Moderator read the call and the Officer's return, and lead the body in the Pledge of Allegiance to the Flag. The Moderator then swore in the following newly elected and appointed Town officials:

Selectman	Eugene M. Klrapadlo
Assessor	James Carpenter
Tax Collector	Michele M. Turner
Library Trustee	Mackensey L. Bailey
School Committee	Renee A. Tela
School Committee	Melanie J. Burnett
Constable	Richard W. Newton
Tree Warden	Christopher R. Stacy
Planning Board	Jacquelyn M. Boyden
Planning Board	Michael M. Shaffer

ARTICLE 1

The Town voted unanimously to transfer from unexpended fund balance (free cash) the sum of Twenty-five Thousand Dollars and No Cents (\$25,000.00) to transfer to the FY13 Veterans Benefits budget line.

SUBMITTED by the BOARD OF SELECTMEN
FINANCE COMMITTEE RECOMMENDS APPROVAL

ARTICLE 2

The Town voted unanimously to accept the reports of the Town Officers for 2012.

SUBMITTED by the BOARD OF SELECTMEN
FINANCE COMMITTEE RECOMMENDS APPROVAL

ARTICLE 3

The Town voted unanimously to raise and appropriate the following itemized amounts, all for municipal purposes.

Line item #1	General Government	\$ 539,490.00
Line item #2	Protection of Persons & Property	\$ 540,937.00
Line item #3	Health and Sanitation	\$ 120,087.00
Line item #4	Highways & Cemeteries	\$ 376,218.00
Line item #5	Human & Veteran's Services	\$ 153,518.00
Line item #6	Libraries	\$ 45,742.00
Line item #7	Parks & Recreation	\$ 41,750.00

Line item #8	Insurance/Payroll Expenses	\$ 1,195,523.00
Grand Total	Article 3	\$ 3,013,265.00

SUBMITTED by the BOARD OF SELECTMEN
FINANCE COMMITTEE RECOMMENDS APPROVAL

ARTICLE 4

The Town voted unanimously to authorize the Board of Selectmen to apply for State or Federal grants and to expend any monies received, as set forth by the grant, and to follow the appropriate procedures.

SUBMITTED by the BOARD OF SELECTMEN
FINANCE COMMITTEE RECOMMENDS APPROVAL

ARTICLE 5

The Town voted unanimously to raise and appropriate for FY14, the sum of Ninety-eight Thousand, One Hundred Twenty-four Dollars and No Cents (\$98,124.00) for Elected Town Officials' salaries, and vote that the following salary and compensation be paid from this sum to the following Elective Officers of the Town, as provided by Section 108, chapter 41 of the General Laws, as amended by Chapter 540 of the Acts of 1947.

Moderator	\$ 79.00	
Selectmen	\$ 10,470.00	\$3,490 each
Assessor	\$ 10,187.00	\$3,396 each
Treasurer	\$ 40,570.00	
\$1,000.00 Certification award \$1,576.00 from Water Department Total Salary = \$43,146.00		
Tax Collector	\$ 10,170.00	
\$1,000.00 Certification award (pending qualification) \$1,700.00 from Water Department Total Salary = \$12,870.00		
Town Clerk	\$ 8,474.00	
\$1,000.00 from Expenses for census work Total Salary = \$9,474.00		
Planning Board	\$ 3,204.00	\$ 641 each
School Committee	\$ 6,140.00	\$1,228 each
Tree Warden	\$ 2,219.00	
Board of Health	\$ 2,552.00	\$ 851 each
Recreation Commissioner	\$ 4,059.00	\$ 812 each
TOTAL	\$ 98,124.00	

SUBMITTED by the BOARD OF SELECTMEN
FINANCE COMMITTEE RECOMMENDS APPROVAL

ARTICLE 6

The Town voted unanimously to raise and appropriate the sum of Two Million, Five Hundred Five Thousand, One Hundred Twenty-five Dollars and No Cents (\$2,505,125.00) for the expense and operation of the Erving Elementary School for FY14, beginning July 1, 2013.

SUBMITTED by the SCHOOL COMMITTEE
FINANCE COMMITTEE RECOMMENDS APPROVAL

ARTICLE 7

The Town voted unanimously to raise and appropriate the sum of Eight Hundred Fifty Two Thousand, Three Hundred Forty-one Dollars and No Cents (\$852,341.00) for tuition and expenses for secondary education for FY14, beginning July 1, 2013.

SUBMITTED by the SCHOOL COMMITTEE
FINANCE COMMITTEE RECOMMENDS APPROVAL

ARTICLE 8

The Town voted unanimously to raise and appropriate the sum of Three Hundred Five Thousand, Three Hundred Two Dollars and No Cents (\$305,302.00) for secondary education at the Franklin County Technical School for FY14, beginning July 1, 2013.

SUBMITTED by the SCHOOL COMMITTEE
FINANCE COMMITTEE RECOMMENDS APPROVAL

ARTICLE 9

The Town voted unanimously to raise and appropriate the sum of Twelve Thousand Dollars and No Cents (\$12,000.00) for the Special Stabilization fund for EES computers.

SUBMITTED by the BOARD OF SELECTMEN
FINANCE COMMITTEE RECOMMENDS APPROVAL
2/3 Vote Required

ARTICLE 10

The Town voted unanimously to appropriate the sum of Six Hundred Seventy-four Thousand, Five Hundred Forty-five Dollars and No Cents (\$674,545.00) to fund the FY14 Wastewater operations.

The \$674,545.00 is to be raised as follows:

Town of Montague receipts	\$184,545.00
Town of Erving (raise & appropriate)	\$490,000.00
 Total Wastewater Operating Costs	 \$674,545.00

SUBMITTED by the BOARD OF SELECTMEN
FINANCE COMMITTEE RECOMMENDS APPROVAL

ARTICLE 11

The Town voted unanimously to appropriate the sum of Eighty-six Thousand, Nine Hundred Ten Dollars and No Cents (\$86,910.00) to fund the FY14 Water operations. Said money to be raised from receipts, revenues, and funds from any source derived from activities of the Erving Water Department.

SUBMITTED by the WATER COMMISSIONERS
FINANCE COMMITTEE RECOMMENDS APPROVAL

ARTICLE 12

The Town voted by majority to raise and appropriate the sum of Twenty-five Thousand Dollars and No Cents (\$25,000.00) for the purpose of maintaining and improving town buildings.

SUBMITTED by the BOARD OF SELECTMEN
FINANCE COMMITTEE RECOMMENDS APPROVAL

ARTICLE 13

The Town voted unanimously to transfer from unexpended fund balance (free cash) the sum of One Hundred Thousand Dollars and No Cents (\$100,000.00) for the continuing appropriation established for highway work. The FY14 work will be improvements to North Street, Church Street, and High Street. This transfer will be the third installment toward a total contribution of \$500,000.00 over five years for the purpose of on-going highway road work. Improvements will include sidewalks, catch basins, grinding, paving, and conduit (if conduit is feasible).

SUBMITTED by the BOARD OF SELECTMEN
FINANCE COMMITTEE RECOMMENDS APPROVAL

ARTICLE 14

The Town voted unanimously to transfer from unexpended fund balance (free cash) the sum of Ninety-five Thousand Dollars and No Cents (\$95,000.00) for the purpose of purchasing a 2013 or 2014 Ford F550 truck with a behind the cab utility box for the Highway Department.

SUBMITTED by the BOARD OF SELECTMEN
FINANCE COMMITTEE RECOMMENDS APPROVAL

ARTICLE 15

The Town voted unanimously to raise and appropriate the sum of Ten Thousand Dollars and No Cents (\$10,000.00) for the purpose of repairing and replacing existing streetlights.

SUBMITTED by the BOARD OF SELECTMEN
FINANCE COMMITTEE RECOMMENDS APPROVAL

ARTICLE 16

The Town voted unanimously to transfer from unexpended fund balance (free cash), the sum of Five Thousand, Four Hundred Twenty Dollars and No Cents (\$5,420.00) for the purpose of replacing the camera system in one of the Police Department cruisers.

SUBMITTED by the BOARD OF SELECTMEN
FINANCE COMMITTEE RECOMMENDS APPROVAL

ARTICLE 17

The Town voted unanimously to transfer from unexpended fund balance (free cash), the sum of Seven Thousand, Eight Hundred Fifty-five Dollars and No Cents (\$7,855.00) for the purpose of replacing the bullet resistant vests used by the Police Department.

SUBMITTED by the BOARD OF SELECTMEN
FINANCE COMMITTEE RECOMMENDS APPROVAL

ARTICLE 18

The Town voted unanimously to transfer from unexpended fund balance (free cash), the sum of Four Hundred Ninety Thousand Dollars and No Cents (\$490,000.00) for the purpose of replacing two trucks with a new pumper truck for the Fire Department.

SUBMITTED by the BOARD OF SELECTMEN
FINANCE COMMITTEE RECOMMENDS APPROVAL

ARTICLE 19

The Town voted unanimously to transfer from unexpended fund balance (free cash), the sum of Four Thousand, Five Hundred Dollars and No Cents (\$4,500.00) to upgrade radios and equipment for the Fire Department.

SUBMITTED by the BOARD OF SELECTMEN
FINANCE COMMITTEE RECOMMENDS APPROVAL

ARTICLE 20

The Town voted unanimously to transfer from unexpended fund balance (free cash), the sum of Fifteen Thousand Dollars and No Cents (\$15,000.00) to purchase a gear washer for the Fire Department.

SUBMITTED by the BOARD OF SELECTMEN
FINANCE COMMITTEE RECOMMENDS APPROVAL

ARTICLE 21

The Town voted unanimously to transfer from unexpended fund balance (free cash), the sum of Twenty Thousand Dollars and No Cents (\$20,000.00) to purchase an air cascade system for the Fire Department.

SUBMITTED by the BOARD OF SELECTMEN
FINANCE COMMITTEE RECOMMENDS APPROVAL

ARTICLE 22

The Town voted unanimously to transfer from unexpended fund balance (free cash), the sum of Twenty Thousand Dollars and No Cents (\$20,000.00) to replace the phone system at Town Hall.

SUBMITTED by the BOARD OF SELECTMEN
FINANCE COMMITTEE RECOMMENDS APPROVAL

ARTICLE 23

The Town voted unanimously to transfer from unexpended fund balance (free cash), the sum of Twelve Thousand Dollars and No Cents (\$12,000.00) to replace the copy machine at Town Hall.

SUBMITTED by the BOARD OF SELECTMEN
FINANCE COMMITTEE RECOMMENDS APPROVAL

ARTICLE 24

The Town voted unanimously to transfer from unexpended fund balance (free cash), the sum of Forty-five Thousand Dollars and No Cents (\$45,000.00) for the purpose of restoring and preserving records in the Town Clerk's office and in the Assessors' office.

SUBMITTED by the BOARD OF SELECTMEN
FINANCE COMMITTEE RECOMMENDS APPROVAL

ARTICLE 25

The Town voted unanimously to raise and appropriate the sum of Two Thousand Dollars and No Cents (\$2,000.00) to the continuing appropriation established for revaluation work by the Assessors.

SUBMITTED by the BOARD OF ASSESSORS
FINANCE COMMITTEE RECOMMENDS APPROVAL

ARTICLE 26

The Town voted unanimously to raise and appropriate the sum of Five Thousand Dollars and No Cents (\$5,000.00) to the continuing appropriation established for the purpose of the valuation of the Northfield Mountain Pumped Storage Project – Hydro Electric Generating Facility.

SUBMITTED by the BOARD OF ASSESSORS
FINANCE COMMITTEE RECOMMENDS APPROVAL

ARTICLE 27 – ORIGINAL ARTICLE

To see if the Town will vote to raise and appropriate the sum of Five Thousand Dollars and No Cents (\$5,000.00) for the purpose of purchasing space in the *Around Town* newsletter, or take any action relative thereto.

SUBMITTED by the BOARD OF SELECTMEN
FINANCE COMMITTEE RECOMMENDS APPROVAL

Amendment: To change the dollar amount to \$7,500.00 Moved and Seconded. The amendment passed unanimously.

Article 27 passed by majority as amended.

ARTICLE 28

The Town voted unanimously to re-authorize the establishment of a revolving fund in accordance with Massachusetts General Law Chapter 44, Section 53 E 1/2, for the use of the Erving Council on Aging, during the fiscal year beginning July 1, 2013. The fund shall receive reimbursements for Medicaid rides provided by the Council on Aging van and will make expenditures for providing outreach and community services for Erving seniors as well as provide the 20% matching funds for the purchase of a new Council on Aging van. The fund will be under the control of the Council on Aging and the expenditures will be limited to Ten Thousand Dollars and No Cents (\$10,000.00) or the total amount of the receipts, whichever is less. If this fund is not re-authorized for the following fiscal year, the remaining balance will be transferred to the general fund at the close of the fiscal year ending June 30, 2014.

SUBMITTED by the BOARD OF SELECTMEN
FINANCE COMMITTEE RECOMMENDS APPROVAL

ARTICLE 29

The Town voted unanimously to authorize the establishment of a revolving fund in accordance with Massachusetts General Law Chapter 44, Section 53 E 1/2, for the use of the Erving Council on Aging, during the fiscal year beginning July 1, 2013. The fund shall receive facility use payments from outside groups. The fund will be under the control of the Council on Aging and the expenditures from the fund on maintenance and repair related to making the facility available for use by outside groups will be limited to Ten Thousand Dollars and No Cents (\$10,000.00) or the total amount of the receipts, whichever is less. If this fund is not re-

authorized for the following fiscal year, the remaining balance will be transferred to the general fund at the close of the fiscal year ending June 30, 2014.

SUBMITTED by the BOARD OF SELECTMEN
FINANCE COMMITTEE RECOMMENDS APPROVAL

ARTICLE 30

The Town voted unanimously to transfer from unexpended fund balance (free cash) the sum of Thirty-five Thousand Dollars and No Cents (\$35,000.00) to purchase accounting software, components and/or accessories, and software support at Town Hall.

SUBMITTED by the BOARD OF SELECTMEN
FINANCE COMMITTEE RECOMMENDS APPROVAL

ARTICLE 31

The Town voted unanimously to authorize the Board of Selectmen to dispose of any Town property that was declared surplus by the Selectmen (or other departments of the Town).

SUBMITTED by the BOARD OF SELECTMEN
FINANCE COMMITTEE RECOMMENDS APPROVAL

ARTICLE 32

The Town voted unanimously to raise and appropriate the sum of Three Hundred Thousand Dollars and No Cents (\$300,000.00) for the Other Post-Employment Benefits (OPEB) Liability Trust Fund.

SUBMITTED by the BOARD OF SELECTMEN
FINANCE COMMITTEE RECOMMENDS APPROVAL

ARTICLE 33 – ORIGINAL ARTICLE

To see if the Town will vote to raise and appropriate the sum of Eight Hundred Seven Thousand, Four Hundred Thirteen Dollars and No Cents (\$807,413.00) to the Stabilization Fund, or take any other action relative thereto.

SUBMITTED by the BOARD OF SELECTMEN
FINANCE COMMITTEE RECOMMENDS APPROVAL
2/3 vote required

Amendment: To change the dollar amount to \$795,413.00 Moved and Seconded. The amendment passed unanimously.

Article 33 passed unanimously as amended.

ARTICLE 34

*PROPOSED TOWN MEETING WARRANT MOTION
FOR MUNICIPAL AGGREGATION OF ELECTRICITY
Resolution to Seek Lower Electric Rates in a Competitive Market*

Whereas, the Commonwealth of Massachusetts, by enacting Chapter 164 of the Acts of 1997, has established a competitive marketplace through deregulation and restructuring of the electric utility industry; and

Whereas, the citizens of the Town of Erving in Franklin County have substantial economic, environmental, and social interests at stake; and

Whereas, Erving's residential and business consumers are interested in reducing their electricity rates;

Be it therefore resolved, that the Town Meeting of Erving grant the Board of Selectmen authority to develop and participate in a contract, or contracts, for power supply and other related services, independently, or in joint action with other municipalities through the Hampshire Council of Governments. If such contracts are to be approved, individual consumers would retain the option not to participate and to choose any alternative service they desire; and

Be it further resolved, that the Board of Selectmen will appoint a representative for a committee to oversee such joint action, or take any other action relative thereto.

SUBMITTED by the BOARD OF SELECTMEN

Article 34 passed by majority.

ARTICLE 35

Whereas, Baystate Franklin Medical Center in Greenfield is the only hospital in Franklin County, the most rural county in Massachusetts;

Whereas, local access to a full-service community hospital is essential to the health and well-being of the residents of Franklin County; and,

Whereas, some important services previously available at Franklin Medical Center are now only available at Baystate Medical Center in Springfield; and,

Whereas, the lack of public transportation and the long distance between parts of Franklin County and Springfield presents a challenge for many residents; and,

Whereas, it is critical for the health of Franklin County residents that they have access to the broadest range of quality health care services in Franklin County,

Therefore be it resolved that the Town of Erving calls upon Baystate Health System to commit all necessary resources to ensure the provision of all needed services and to commit to the long-term viability of a full-service community hospital at Baystate Franklin Medical Center which will meet the health care needs of the residents of Franklin County; and,

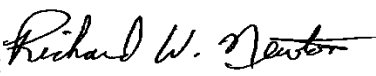
Be it further resolved that the Town Clerk be directed to send copies of this resolution to Mark Tolosky, President and Chief Executive Officer of Baystate Health System, and to Chuck Gijanto, President of Baystate Regional Markets.

SUBMITTED by CITIZEN PETITION

Article 35 passed unanimously.

62 registered voters attended this meeting.

The meeting was dissolved at 9:03 p.m.

A true copy, ATTEST: 
Richard W. Newton
Erving Town Clerk

**COMMONWEALTH OF MASSACHUSETTS
COUNTY OF FRANKLIN**

**SPECIAL TOWN MEETING
June 24, 2013**

Pursuant to a warrant signed by the Erving Selectmen and duly posted, as directed by the vote of the Town, the legal voters met in the Erving Elementary School, 28 Northfield Road, Erving, Massachusetts, on Monday October 5, 2009, at 7:00 p.m. and conducted the following business. The meeting was called to order by Moderator Richard K. Peabody at 7:21 p.m. who noted that a quorum was present. The Moderator read the call and the Officer's return, and lead the body in the Pledge of Allegiance to the Flag.

ARTICLE 1

The Town voted by majority (31 YES 8 NO) to transfer from the Usher Plant Demolition continuing appropriation (#01-903-192-150-5780-0) the sum of Sixty-seven Thousand, Two Hundred and Thirty-six Dollars and No Cents (\$67,236.00) for mothballing and planning expenses for the Boiler Room building on Arch Street.

SUBMITTED by the BOARD OF SELECTMEN

ARTICLE 2

The Town voted unanimously to raise and appropriate the sum of Fifty Thousand Dollars and No Cents (\$50,000.00) to incorporate security and safety improvements at the Erving Elementary School.

SUBMITTED by the SCHOOL COMMITTEE

ARTICLE 3 – ORIGINAL ARTICLE

To see if the Town will vote to adopt a residency requirement bylaw for key employees as follows, or take any other action relative thereto.

Town of Erving
Employment Residency Bylaw

- A. There is hereby established in the Town of Erving, pursuant to M.G.L. c. 41, section 109, a residency requirement for certain essential personnel in order for them to be readily available to fulfill their duties in an emergency.
- B. Essential personnel required to reside in the Town of Erving are the Police Chief, Fire Chief, Highway Superintendent, and Town Administrator.
- C. An appointee to any of the positions listed in B. after the passage of this Bylaw shall have six (6) months to acquire residency within the Town of Erving. If the employee shall not become a

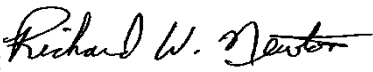
resident of the Town of Erving within the six (6) months following his/her appointment to one of the positions listed in B. (or any extension thereof granted to said employee), the employee shall be considered to have vacated his/her position. If an employee appointed to one of the positions in B. above, relinquishes his/her residency in Erving after appointment, then the employee shall be considered to have vacated his/her position.

- D. Upon request and for good cause shown, an employee appointed to a position listed in B. above may apply to the Select Board for an extension to obtain residency in the Town of Erving. If the extension is granted the employee will have until the expiration of the extension to acquire residency in the Town of Erving. If the extension is not granted or the employee does not acquire residency at the termination of any extension of this requirement, then the employee shall be considered to have vacated his/her position at the conclusion of the six (6) month time period from his/her appointment or any extension thereof.
- E. Employees holding the positions listed in B. at the time of the passage of this Bylaw shall not be required to obtain residency in the Town of Erving for the duration of their employment in their position.

SUBMITTED by the BOARD OF SELECTMEN

Article 3 was defeated by majority.

49 registered voters attended this meeting. The meeting was dissolved at 7:58 p.m.

A true copy, ATTEST: 
Richard W. Newton
Erving Town Clerk

COMMONWEALTH OF MASSACHUSETTS
WILLIAM FRANCIS GALVIN
SECRETARY OF THE COMMONWEALTH

SS.

To either of the Constables of the (City or Town) of Erving

GREETING:

In the name of the Commonwealth, you are hereby required to notify and warn the inhabitants of said Town who are qualified to vote in the Special State Election to vote at

Precinct 1

Town Hall, 12 East Main Street


on **TUESDAY, THE TWENTY-FIFTH OF JUNE, 2013**, from 7:00 A.M. to 8:00 P.M. for the following purpose:


To cast their votes in the Special State Election for the candidates for the following office:


SENATOR IN CONGRESS FOR THIS COMMONWEALTH

Hereof fail not and make return of this warrant with your doings thereon at the time and place of said voting.

Given under our hands this 20th day of May, 2013.

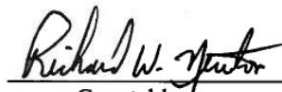






Selectmen of The Town Erving

Method of service of warrant: By hand



Constable

June 6, 2013.
(month and day)

(Warrant must be posted at least *seven days prior* to June 25, 2013.)

SPECIAL STATE ELECTION RESULTS JUNE 25, 2013

OFFICE	VOTES
Senator In Congress – Vote For One	
Gabriel E. Gomez	112
Edward J. Markey	141
Richard A. Heos	2
Others	3
TOTAL	258

**COMMONWEALTH OF MASSACHUSETTS
COUNTY OF FRANKLIN**

**SPECIAL TOWN MEETING
November 4, 2013**

Pursuant to a warrant signed by the Erving Selectmen and duly posted, as directed by the vote of the Town, the legal voters met in the Erving Town Hall, 12 East Main Street, Erving, Massachusetts, on Monday November 4, 2013, at 7:00 p.m. and conducted the following business. The meeting was called to order by Moderator Ralph W. Semb at 7:02 p.m. who noted that a quorum was present. The Moderator read the call and the Officer's return, and lead the body in the Pledge of Allegiance to the Flag.

ARTICLE 1

The Town voted unanimously to authorize the Board of Selectmen to accept by gift, deed or deeds, take by eminent domain, or otherwise acquire land located in Erving, MA, off Arch Street and Rt. 2 and more particular described in the Franklin County Registry of Deeds as:

1. Book 873, Page 399 and as Erving Assessors Map 6-4 Lot 78
2. Book 5457, Pages 54-81 and as Erving Assessors Map 6-4 Lot 79
3. Book 5457, Pages 54-81 and as Erving Assessors Map 6-4 Lot 80
4. Book 1280, Page 311 and as Erving Assessors Map 6-4 Lot 81
5. Book 1169, Page 347 and as Erving Assessors Map 6-4 Lot 82
6. Book 1190, Page 292 and as Erving Assessors Map 6-4 Lot 85
7. Book 1280, Page 311 and as Erving Assessors Map 6-4 Lot 113
8. Book 1280, Page 311 and as Erving Assessors Map 6-4 Lot 114

with restrictive covenants to be placed thereon.

This land (with the exception of 6-4-78) is adjacent to the Town's property that previously housed the Usher Plant buildings. These lots are offered as a donation by Erving Industries, Inc. d/b/a Erving Paper Mills and its subsidiary, Erving Realty.

SUBMITTED by the BOARD OF SELECTMEN
FINANCE COMMITTEE RECOMMENDS
(2/3 Vote Required)

ARTICLE 2

The Town voted unanimously to raise and appropriate Five Thousand Dollars and No Cents (\$5,000.00) to pay FY14 wages for a part time Recreation Administrative Clerk.

SUBMITTED by the RECREATION COMMISSION
FINANCE COMMITTEE RECOMMENDS

ARTICLE 3

The Town voted unanimously to raise and appropriate the sum of Forty Thousand Dollars and No Cents (\$40,000.00) to purchase a police cruiser, including equipment.

SUBMITTED by the BOARD OF SELECTMEN
FINANCE COMMITTEE RECOMMENDS

ARTICLE 4

The Town voted unanimously to transfer One Hundred Ninety-eight Dollars and Thirty-eight Cents (\$198.38) from the FY14 budget line for Fire Department Wages (#01-220-101-51200) to pay FY13 (prior year) wages to Firefighters.

SUBMITTED by the BOARD OF SELECTMEN
FINANCE COMMITTEE RECOMMENDS

ARTICLE 5

The Town voted unanimously to transfer Two Hundred Sixty-nine Dollars and Eighty-five Cents (\$269.85) from the FY14 budget line for Fire Department Expenses (#01-220-202-57800) to pay a FY13 (prior year) invoice for services received from Beliveau Communications and Consulting of Spofford, N.H.

SUBMITTED by the BOARD OF SELECTMEN
FINANCE COMMITTEE RECOMMENDS

ARTICLE 6

The Town voted unanimously to raise and appropriate Three Thousand Dollars and No Cents (\$3,000.00) to establish an FY14 Expense line for the Historical Commission to provide funds to continue the recent efforts to publically reopen the Pearl B. Care Historical Building.

SUBMITTED by the BOARD OF SELECTMEN
FINANCE COMMITTEE RECOMMENDS

ARTICLE 7

The Town voted unanimously to raise and appropriate Three Thousand Dollars and No Cents (\$3,000.00) to increase the FY14 General Government budget line for IT Wages/In House IT Training (01-155-101-51200).

SUBMITTED by the BOARD OF SELECTMEN

ARTICLE 8

The Town voted unanimously to raise and appropriate an additional sum of One Hundred Ten Thousand Dollars, Five Hundred Ninety-four Dollars and No Cents (\$110,594.00) secondary education (#01-310-200-57800).

SUBMITTED by the SCHOOL COMMITTEE
FINANCE COMMITTEE RECOMMENDS

ARTICLE 9

The Town voted unanimously to transfer the sum of Six Thousand, Four Hundred Eleven Dollars and Seventy-one Cents (\$6,411.71) from the FY14 budget line for secondary education (#01-310-200-57800) to pay a FY13 (prior year) invoice for tuition to Gill Montague Regional School District.

SUBMITTED by the SCHOOL COMMITTEE
FINANCE COMMITTEE RECOMMENDS

ARTICLE 10

The Town voted unanimously to transfer the sum of One Hundred Fifty-one Thousand Dollars, Five Hundred Fifteen Dollars and Forty-eight Cents (\$151,515.48) from the Usher Plant Demolition continuing appropriation (#01-192-906-57800) to close out the Brownsfields Cleanup revolving loan authorized by Erving Voters at the 6-20-11 Special Town Meeting.

\$150,000.00 (principle) will transfer to Account # 01-750-201-57800.
\$1,515.48 (interest) will transfer to Account # 01-751-201-57800.

SUBMITTED by the BOARD OF SELECTMEN
FINANCE COMMITTEE RECOMMENDS

ARTICLE 11

The Town voted unanimously to adopt the following proposed changes to Erving's Cemetery Regulations.

INTERMENT

Current language:

1. Except for winter months (starting when the ground freezes until the ground has thawed and is dry enough to be mud free) the Cemetery will be open for interments at regular rates between 8:00 AM and two 2:00 PM, Monday through Thursday. Funerals at the Cemetery during off hours, Fridays, and Saturdays are subject to higher fees. No burials will take place on Sundays, or Town holidays. When delay will cause unreasonable hardship or inconvenience, interments may be made on such days, but an additional fee will apply.

Proposed language:

1. From April 25th until November 15th, the Cemetery will be open for interments at regular rates between 8:00AM and 2:00PM, Monday through Friday. Funerals at the cemetery on Saturdays are subject to higher fees. No burials will take place on Sundays or on Town holidays. When delay will cause unreasonable hardship or inconvenience, the Select Board may approve special interments, but an additional fee will apply.

SUBMITTED by the BOARD OF SELECTMEN

ARTICLE 12

The Town voted unanimously to transfer from the Inspect & Repair Sewer Mains continuing appropriation (#60-907-009-57800), the sum of Twenty Thousand Dollars and No Cents (\$20,000) to purchase two new pumps for the Rt. 2 station.

SUBMITTED by the BOARD OF SELECTMEN
FINANCE COMMITTEE RECOMMENDS

ARTICLE 13

The Town voted unanimously to amend the Erving Zoning Bylaws by adopting the following language as 4.12.1.1, 4.12.1.2, and 4.12.1.3 of the Bylaws.

MEDICAL MARIJUANA MORATORIUM BYLAW

Section 4.12.1.1 PURPOSE

By vote at the State election on November 6, 2012, the voters of the Commonwealth approved a law regulating the cultivation, distribution, possession and use of marijuana for medical purposes. The law provides that it is effective on January 1, 2013 and the State Department of Public Health is required to issue regulations regarding implementation within 120 days of the law's effective date. These regulations have now been published. Currently under the Zoning Bylaw, a Medical Marijuana Treatment Center is not a permitted use in the Town of Erving and any regulations promulgated by the State Department of Public Health are expected to provide guidance to the town in regulating medical marijuana, including Medical Marijuana Treatment Centers. The regulation of medical marijuana raises novel and complex legal, planning and public safety issues and the Town needs time to study and consider the regulation of Medical Marijuana Treatment Centers and address such novel and complex issues, as well as address the potential impact of the State regulations on local zoning and to undertake a planning process to consider amending the zoning bylaws regarding regulation of medical marijuana treatment centers and other uses related to the regulation of medical marijuana. The Town intends to adopt a temporary moratorium on the use of land and structures in the Town for Medical Marijuana Treatment Centers so as to allow the Town sufficient time to engage in a planning process to address the effects of such structures and uses in the town and to enact bylaws in a manner consistent with sound land use planning goals and objectives.

Section 4.12.1.2 DEFINITION

"Medical Marijuana Treatment Center" shall mean a "not-for-profit entity, as defined by Massachusetts law only, registered by the Department of Public Health, that acquires, cultivates, possesses, processes (including development of related products such as food, tinctures, aerosols, oils or ointments), transfers, transports, sells, distributes, dispenses, or administers marijuana, products containing marijuana, related supplies, or educational materials to qualifying patients or their personal caregivers."

Section 4.12.1.3 TEMPORARY MORATORIUM

For the reasons set forth, and notwithstanding any other provision of the Zoning Bylaw to the contrary, the Town hereby adopts a temporary moratorium on the use of land or structures for a Medical Marijuana Treatment Center. The moratorium shall be in effect through October 31, 2014. During the moratorium period, the Town shall undertake a planning process to address the potential impacts of medical marijuana in the Town, consider the Department of Public Health regulations regarding Medical Marijuana Treatment Centers and related uses, and shall consider adopting new Zoning Bylaws to address the impact and operation of Medical Marijuana Treatment Centers and related uses.

SUBMITTED by the PLANNING BOARD

ARTICLE 14

The Town voted unanimously to amend the Erving Zoning Bylaws by adopting the proposed changes to the Bylaws, Section 5.2 – Dimensional Schedule – pertaining to reducing property line setback requirements for accessory structures in the rural residential district.

(Proposed additions are shown in *Italics*)

5.2 Dimensional Schedule

Districts	Minimum Lot Area in sq. ft.	Minimum Lot Frontage in feet	Yard ¹ Dimensions			Maximum Height in feet	Maximum Lot Coverage ²
			Front in feet	Side in feet	Rear in feet		
Central Village	21,780	125	20	10	20	45	70%
Village Residential	21,780	125	20	10	20	35	50%
Rural ³ Residential	87,120	225	50	<i>50⁴</i>	<i>50⁵</i>	35	35%
French King Commercial	87,120	225	100	50	50	45	50%

¹Fences may be located within the front, side, or rear yard provided that they are set back from the property line by at least two (2) feet with the finished side facing towards the exterior of the property.

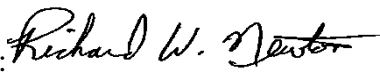
²Lot Coverage -- The area of a lot occupied by structures, walkways, drives, parking or other impervious or semi-pervious surfaces.

³Yard Dimension requirements for pre-existing nonconforming lots of 30,000 square feet or less in the Rural Residential District may be reduced to the Yard Dimensions required for the Village Residential District

⁴The 'side' setback requirements in rural residential for an accessory structure shall be 20 feet or 1½ times the height of the accessory structure, whichever is greater, not to exceed 50 feet.

⁵The 'rear' setback requirements in rural residential for an accessory structure shall be 20 feet or 1½ times the height of the accessory structure, whichever is greater, not to exceed 50 feet.

25 registered voters attended this meeting. The meeting was dissolved at 7:38 p.m.

A true copy, ATTEST: 
Richard W. Newton
Erving Town Clerk

ASSESSORS

Margaret Sullivan, Chairman

Jim Carpenter

Beth Palmquist

Jacquie Boyden, MAA, Assistant Assessor

TAX COLLECTOR

Michele M. Turner

Ann Petrain, Assistant

TREASURER/WATER COLLECTOR

Margaret Sullivan, CMMT

Julie Wonkka, Payroll HR Assistant

Avis Suddy, Clerk

Board of Assessors



Margaret Sullivan, Chair ▪ Jim Carpenter ▪ Beth Palmquist



Jacquie Boyden, Assistant Assessor

2013 FINANCIAL REPORT

ERVING BOARD OF ASSESSORS

TOTAL AMOUNT TO BE RAISED FOR FY 2014 **\$10,735,425.87**

LESS RECEIPTS & REVENUE **\$2,257,828.42**

Estimated Receipts from Cherry Sheet	\$ 624,454.00
Local Estimated Receipts	\$ 241,513.00
Free Cash	\$ 874,775.00
Enterprise Fund	\$ 291,455.00

NET AMOUNT TO BE RAISED BY TAXATION **\$8,477,597.45**

ASSESSED VALUATIONS

Residential	120,952,185.00
Open Space	565,800.00
Commercial	7,306,700.00
Industrial	423,430,568.00
Personal Property	99,944,390.00
 Total Taxable Value	 652,199,643.00

CLASSIFIED TAX RATES FOR FY 2013

Our Fiscal Year 2014 Tax Rate was finalized by the Department of Revenue on December 6, 2013.

Residential & Open Space	\$ 8.45
Commercial, Industrial & Personal Property	\$14.04

ABATEMENTS AND EXEMPTIONS GRANTED FROM FISCAL YEAR 2013

#	TYPE	TOTAL AMOUNT
12	Real Estate Abatements	\$ 2,732.70
2	Personal Property Abatement	\$ 125.66
19	Veteran's Exemption	\$ 12,150.00
1	Blind Exemption	\$ 500.00
32	Persons 65 & Over Exemption	\$ 31,081.52
7	Persons 70+ & Surviving Spouse	<u>\$ 1,225.00</u>
73	Total (as of 6/30/13)	\$ 44,956.52

MOTOR VEHICLE EXCISE ASSESSED IN CALENDAR YEAR 2012

2012	Levy	
	Number of Vehicles	36
	Total Valuation	206,150.00
	Total Tax	\$1,068.16
2013	Levy	
	Number of Vehicles	1817
	Total Valuation	6,190,900.00
	Total Tax	\$135,397.50
	Total of Commitments	\$136,465.66

MOTOR VEHICLE EXCISE ABATEMENTS GRANTED IN CALENDAR YEAR 2013

2008	Levy	
	Number of Abatements	1
	Total Amount Granted	\$ 37.50
2009	Levy	
	Number of Abatements	1
	Total Amount Granted	\$ 77.29
2012	Levy	
	Number of Abatements	5
	Total Amount Granted	\$ 151.66
2013	Levy	
	Number of Abatements	40
	Total Amount Granted	\$ 2,699.50

Respectfully Submitted,

The Erving Board of Assessors

Margaret Sullivan, Chair
James Carpenter
Beth Palmquist

Tax Collector

Reports Ending 6/30/2013



Michele M. Turner, Tax Collector



Ann Petrain, Assistant Tax Collector

REPORT OF THE COLLECTOR OF TAXES

For Fiscal Year 2013 (7/1/2012 - 6/30/2013)

Levy Year	Tax / Fee / Lien	Balance 7/1/2012	Levy Commitment	Collections Net of Refunds & Tax Title	Abatements Exemptions Adjustments	Balance 6/30/2013
2013	Real Estate		\$6,764,204.98	\$6,692,924.99	\$47,689.22	\$23,590.77
2012	Real Estate	\$26,379.46		\$26,379.46		\$0.00
2013	Personal Property		\$1,309,925.71	\$1,308,549.06	\$8.70	\$1,367.95
2012	Personal Property	\$1,183.15		\$1,183.15		\$0.00
2011	Personal Property	\$270.78				\$270.78
2010	Personal Property	\$254.40				\$254.40
2008	Personal Property	\$304.67				\$304.67
2007	Personal Property	\$101.23				\$101.23
2013	Motor Vehicle Excise		\$124,044.93	\$109,953.64	\$483.30	\$13,607.99
2012	Motor Vehicle Excise	\$9,912.11	\$13,279.85	\$20,467.44	\$57.91	\$2,666.61
2011	Motor Vehicle Excise	\$2,991.69		\$1,440.43		\$1,551.26
2010	Motor Vehicle Excise	\$1,862.05		\$607.09		\$1,254.96
2009	Motor Vehicle Excise	\$1,614.49		\$382.71		\$1,231.78
2008	Motor Vehicle Excise	\$1,456.98		\$215.10		\$1,241.88
2007	Motor Vehicle Excise	\$764.28		\$485.11		\$279.17
2006	Motor Vehicle Excise	\$635.21		\$57.08		\$578.13
2005	Motor Vehicle Excise	\$338.64		\$42.50		\$296.14
2004	Motor Vehicle Excise	\$1,329.68				\$1,329.68
2003	Motor Vehicle Excise	\$355.63		\$33.75		\$321.88
2002	Motor Vehicle Excise	\$46.16		\$38.65	(\$35.00)	\$42.51
		<hr/>				<hr/>
		\$49,800.61				\$50,291.79
Interest Collected on Past Due Taxes				\$6,026.69		
Collection Fees and Charges				\$16,760.28		
Mobile Home Fees In Lieu of Taxes				\$864.00		
Municipal Lien Certificates				<hr/> \$1,200.00		
TOTAL COLLECTIONS FOR FY 2013				\$8,187,611.13		

Respectfully submitted,

Michele M. Turner
Tax Collector

WATER COLLECTORS REPORT

07/01/2012 - 06/30/2013

Balances Prior Year Commitment:

FY12 Water	2389.67
FY12 Fees	60.00
Beginning Balance:	\$2449.67

Water Commitments FY 2013:

Water Testing	3500.00
Testing Backflow devices	1240.00
Final Reading	1163.94
Hydrant Flushing	5860.00
Water Usage	88053.70
Work Service	240.00
Other Fees	790.00
Total FY 13:	\$100,847.64

Net Commitments:	\$103,297.31
------------------	--------------

Net Payments-Refunds:	\$87,855.81
-----------------------	-------------

Ending Balance:	\$15,835.60
-----------------	-------------

Respectfully Submitted,

Michele M. Turner
Water Collector

Treasurer's Office



Left to Right:

Avis Suddy, Clerk

Julie Wonkka, Payroll HR Assistant

Margaret Sullivan, Treasurer

Treasurer's 2014 Annual Report
By Margaret Sullivan, CMMT
Erving Treasurer

Julie Wonkka, Payroll & Human Resources Assistant, and Avis Suddy, Clerk, still work in the Treasurer's Office. It is nice to have continuity.

The Tax Title balance, owed by nine taxpayers, was approximately \$84,700.00 at the beginning of the year. As the year went on, more accounts were entered into Tax Title and some were redeemed. As of June 30, 2013, there were still eighteen parcels, owned by nine property owners, with an outstanding principal amount of approximately \$135,000.

The Town of Erving is the lead town for the Northern Tier Ten Town Economic Development Program which benefits ten towns. We have a contract with the Franklin County Community Development Corporation (FCCDC) to administer the monies. The Trust Fund is utilized only for eligible activities as allowed by program income trust fund guidelines of the Small Cities Block Grant Program. We currently have a balance which is able to be loaned out to applicants.

We produce payroll every other week for approximately 100 employees on a regular basis and the numbers increase on a quarterly basis and throughout the summer. We generated 215 W-2's for calendar year 2013. Almost all of the employees take advantage of Direct Deposit. We offer deferred compensation. Health, Dental, and Life Insurance plans are offered to eligible employees at 84% paid by the town and Health Insurance is offered to retired employees at 77% paid by the town.

The bills for the town are paid every other week, the opposite week of payroll.

Money comes into the Treasurer's office in many different ways: The State automatically deposits their payments; The school brings over lunch money and after school program funds; The Select board turns in receipts from building, electrical, and plumbing permits and licenses; The Fire Chief turns in money from permits; Recreation department turns in money for programs they offer; and money is received from disposal of other people's waste and disposal of white goods.

Sincerely,

Margaret Sullivan, CMMT
Erving Treasurer

Treasurer's Financial Report

Composition of Treasurer's Cash as of 6/30/2013

TD Bank		\$1,033,432.94
Ten Town Loan Fund	\$165,712.51	
Water Department Enterprise Fund	180,722.70	
POTW #1 Enterprise Fund	575,753.16	
Investment Account	107,361.81	
Cultural Council	3,882.76	
People's United Bank		\$794,941.12
General & Payroll Funds	\$784,941.12	
Recreation Account	10,000.00	
People's United Bank Trust Account		\$4,147,168.98
Post War Rehabilitation Fund	\$22,438.56	
Cemetery Perpetual Care Fund	38,550.24	
Stabilization Fund	3,993,896.01	
Stabilization Fire Truck	25,560.25	
Stabilization EES Computers	66,723.92	
Bartholomew & Co. Inc. Trust Account		\$1,304,935.03
Stabilization	\$ 1,304,935.03	
Bartholomew & Co. Inc. OPEB Account		\$1,453,905.99
Employee Benefits	123,370.61	
Retiree Insurance	\$1,330,535.38	
First Trade		\$452,222.32
Greenfield Savings Bank		\$243,417.99
Greenfield Co-Operative Bank		\$3,729,823.05
Unibank		\$500,946.00
Total Cash on Hand June 30, 2013		\$13,660,793.42

Total Stabilization Amount is \$5,298,831.04

Finance Committee



Left to Right:

Shirley Holmes

Benjamin Fellows

Daniel Hammock (Chairman)

Jacob Smith

Arthur Johnson

Town Accountant

Financial Reports



Deb Mero

TOWN OF ERVING, MASSACHUSETTS							
COMBINED BALANCE SHEET - ALL FUND TYPES AND ACCOUNT GROUPS							
JUNE 30, 2013							
							Totals
	General	Special Revenue	Capital Projects	Enterprise	Trust and Agency	Long Term Debt	(Memorandum Only)
Assets							
Cash and Investments	\$ 3,813,149.46	\$ 444,020.55	\$ 266,919.18	1,429,754.82	\$ 6,899,480.47	\$ -	\$ 12,853,324.48
Accounts Receivable:							
Overpayment Refund		-	-	-	-	-	-
Property Taxes	26,231.90	-	-	-	-	-	26,231.90
Excise Taxes	24,401.99	-	-	-	-	-	24,401.99
Tax Liens	115,503.92	-	-	-	-	-	115,503.92
Tax Foreclosures	31,409.88	-	-	-	-	-	31,409.88
User Charges	-	-	-	15,265.60	-	-	15,265.60
Less: Allowance for Uncollectible Accounts	(300,595.00)	-	-	-	-	-	(300,595.00)
Due from Other Governments	-	91,119.80	-	-	-	-	91,119.80
Due from Other Funds	-	-	-	-	-	-	-
Amount to be Provided for the Payment of Debt	-	-	-	-	-	3,992,460.00	3,992,460.00
Total Assets	\$ 3,710,102.15	\$ 535,140.35	\$ 266,919.18	\$ 1,445,020.42	\$ 6,899,480.47	\$ 3,992,460.00	\$ 16,849,122.57
Liabilities and Fund Equity							
Liabilities:							
Warrants & Payrolls Payable	\$ 305,306.70	\$ -		\$ 12,007.56		\$ -	\$ 317,314.26
Employee Withholdings	22,450.11	-	-	-	-	-	22,450.11
Due to Others	282.80	-	-	-	760.00	-	1,042.80
Due to Student Groups	-	-	-	-	6,788.09	-	6,788.09
Deferred Revenue:							
Property Taxes	(274,363.10)	-	-	-	-	-	(274,363.10)
Other	171,315.79	91,119.80	-	15,265.60	-	-	277,701.19
Due to Other Funds	-	-	-	-	-	-	-
Bond Indebtedness	-	-	-	-	-	3,992,460.00	3,992,460.00
Total Liabilities	224,992.30	91,119.80	-	27,273.16	7,548.09	3,992,460.00	4,343,393.35
Fund Equity:							
Retained Earnings:							
Reserved for Encumbrances	-	-	-	287,366.05	-	-	287,366.05
Unreserved:							
Designated for Subsequent Years' Expenditures				-			-
Undesignated				1,130,381.21			1,130,381.21
Fund Balance:							
Reserved for Encumbrances	1,053,069.88	-	266,919.18	-	-	-	1,319,989.06
Reserved for Nonexpendable Trust Principal	-	-	-	-	9,840.18	-	9,840.18
Unreserved:							
Designated for Subsequent Years' Expenditures	874,775.00	-	-	-	-	-	874,775.00
Undesignated	1,557,264.97	444,020.55	-	-	6,882,092.20	-	8,883,377.72
Total Fund Equity	3,485,109.85	444,020.55	266,919.18	1,417,747.26	6,891,932.38	-	12,505,729.22
Total Liabilities and Fund Equity	\$ 3,710,102.15	\$ 535,140.35	\$ 266,919.18	\$ 1,445,020.42	\$ 6,899,480.47	\$ 3,992,460.00	\$ 16,849,122.57

TOWN OF ERVING, MASSACHUSETTS			
BALANCE SHEET - ENTERPRISE FUNDS			
JUNE 30, 2013			
	POTW	Water	
	Fund	Fund	Totals
Assets			
Cash and Investments	\$ 1,273,840.31	\$ 155,914.51	\$ 1,429,754.82
Accounts Receivable:			
User Charges	-	15,265.60	15,265.60
Total Assets	\$ 1,273,840.31	\$ 171,180.11	\$ 1,445,020.42
Liabilities and Fund Equity			
Liabilities:			
Warrants Payable	8,417.56	3,590.00	12,007.56
Deferred Revenue	-	15,265.60	15,265.60
Total Liabilities	8,417.56	18,855.60	27,273.16
Fund Equity:			
Reserved for Encumbrances	264,028.92	23,337.13	287,366.05
Reserved for Expenditure	-	-	-
Unreserved Retained Earnings	1,001,393.83	128,987.38	1,130,381.21
Total Fund Equity	1,265,422.75	152,324.51	1,417,747.26
Total Liabilities and Fund Equity	\$ 1,273,840.31	\$ 171,180.11	\$ 1,445,020.42

TOWN OF ERVING, MASSACHUSETTS					
COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES -					
ALL GOVERNMENTAL FUND TYPES AND EXPENDABLE TRUST FUNDS					
FOR THE YEAR ENDED JUNE 30, 2013					
	Governmental Fund Types			Fiduciary Fund Types	Totals
	General Fund	Special Revenue	Capital Projects	Trust Funds	(Memorandum Only)
Revenues:					
Taxes	8,002,460.23	\$ -	\$ -	\$ -	\$ 8,002,460.23
State Receipts	646,979.74	-	-	-	646,979.74
Excise Taxes	133,775.70	-	-	-	133,775.70
Licenses, Permits, Fees, Fines, Misc	121,565.34	-	-	-	121,565.34
Interest on Delinquent Taxes	8,649.33	-	-	-	8,649.33
Investment Income:					
Interest	28,150.31	14,446.88	-	61,983.28	104,580.47
Grants and Fees	-	970,256.03	50,000.00	-	1,020,256.03
Other	-	-	-	-	-
Total Revenues	8,941,580.65	984,702.91	50,000.00	61,983.28	10,038,266.84
Expenditures:					
Current:					
General Government	1,292,962.52	500,945.16	200,000.00	-	1,993,907.68
Public Safety	520,317.02	79,164.00	-	-	599,481.02
Public Works	739,226.47	58,249.96	-	-	797,476.43
Education	3,531,364.09	247,472.16	-	-	3,778,836.25
Health and Human Services	127,161.32	13,815.62	19,937.25	-	160,914.19
Culture and Recreation	91,721.26	23,711.86	-	-	115,433.12
Employee Benefits and Insurance	1,040,419.70	-	-	-	1,040,419.70
State Assessments	609,245.00	-	-	-	609,245.00
Debt Service:	-	-	-	-	-
Principal	-	-	-	-	-
Interest and Fiscal Charges	-	-	-	-	-
Total Expenditures	7,952,417.38	923,358.76	219,937.25	-	9,095,713.39
Excess of Revenues Over (Under) Expenditures	989,163.27	61,344.15	(169,937.25)	61,983.28	942,553.45
Other Financing Sources (Uses):					
Operating Transfers In	687,555.00	10,000.00	-	1,269,767.00	1,967,322.00
Operating Transfers Out	(1,681,940.00)	(77,555.00)	(50,000.00)	(500,000.00)	(2,309,495.00)
Proceeds of Notes and Debt	-	-	150,000.00	-	150,000.00
Total Other Financing Sources (Uses)	(994,385.00)	(67,555.00)	100,000.00	769,767.00	(192,173.00)
Excess of Revenues and Other Financing Sources Over (Under) Expenditures and Other Financing Uses	(5,221.73)	(6,210.85)	(69,937.25)	831,750.28	750,380.45
Fund Balances, Beginning of Year	3,490,331.58	450,231.40	336,856.43	6,060,182.10	10,337,601.51
Fund Balances, End of Year	\$ 3,485,109.85	\$ 444,020.55	\$ 266,919.18	\$ 6,891,932.38	\$ 11,087,981.96

TOWN OF ERVING, MASSACHUSETTS					
COMBINED STATEMENT OF REVENUES AND EXPENDITURES -					
BUDGET AND ACTUAL - GENERAL FUND					
FOR THE YEAR ENDED JUNE 30, 2013					
				Amounts	
				Carried	Variance
	Original	Final		Forward	Favorable
	Budget	Budget	Actual	to Next Year	(Unfavorable)
Revenues:					
Taxes	\$ 7,960,025.00	7,960,025.00	\$ 8,002,460.23	\$ -	\$ 42,435.23
State Receipts	590,472.00	590,472.00	646,979.74	-	56,507.74
Excise and Other Taxes	127,864.00	127,864.00	133,775.70	-	5,911.70
Licenses, Permits, Fees, Fines, Misc	88,950.00	88,950.00	121,565.34	-	32,615.34
Interest on Delinquent Taxes	7,000.00	7,000.00	8,649.33	-	1,649.33
Interest on Investments	15,000.00	15,000.00	28,150.31	-	13,150.31
Total Revenues	8,789,311.00	8,789,311.00	8,941,580.65	-	152,269.65
	Λ	Λ	Λ		
Expenditures:					
Current:					
General Government	\$2,125,860.78	2,125,860.78	\$1,292,962.52	722,743.57	110,154.69
Public Safety	610,197.26	610,197.26	520,317.02	31,392.26	58,487.98
Public Works	909,932.86	909,932.86	739,226.47	64,707.45	105,998.94
Education	4,020,844.70	4,020,844.70	3,531,364.09	231,726.60	257,754.01
Health and Human Services	133,217.00	158,217.00	127,161.32	-	31,055.68
Culture and Recreation	91,680.00	91,680.00	91,721.26	2,500.00	(2,541.26)
Employee Benefits and Insurance	1,192,229.00	1,192,229.00	1,040,419.70	-	151,809.30
State Assessments	544,155.00	544,155.00	609,245.00	-	(65,090.00)
Debt Service:					
Principal	-	-	-	-	-
Interest and Fiscal Charges	-	-	-	-	-
Total Expenditures	9,628,116.60	9,653,116.60	7,952,417.38	1,053,069.88	647,629.34
Excess of Revenues Over (Under) Expenditures	(838,805.60)	(863,805.60)	989,163.27	(1,053,069.88)	799,898.99
Other Financing Sources (Uses):					
Operating Transfers In	610,000.00	610,000.00	687,555.00	-	77,555.00
Operating Transfers Out	(1,671,940.00)	(1,671,940.00)	(1,681,940.00)	-	(10,000.00)
Total Other Financing Sources (Uses)	(1,061,940.00)	(1,061,940.00)	(994,385.00)	-	67,555.00
Budget Variance:					
Excess of Revenues and Other Financing Sources Over (Under) Expenditures and Other Financing Uses	\$ (1,900,745.60)	\$ (1,925,745.60)	\$ (5,221.73)	\$ (1,053,069.88)	\$ 867,453.99

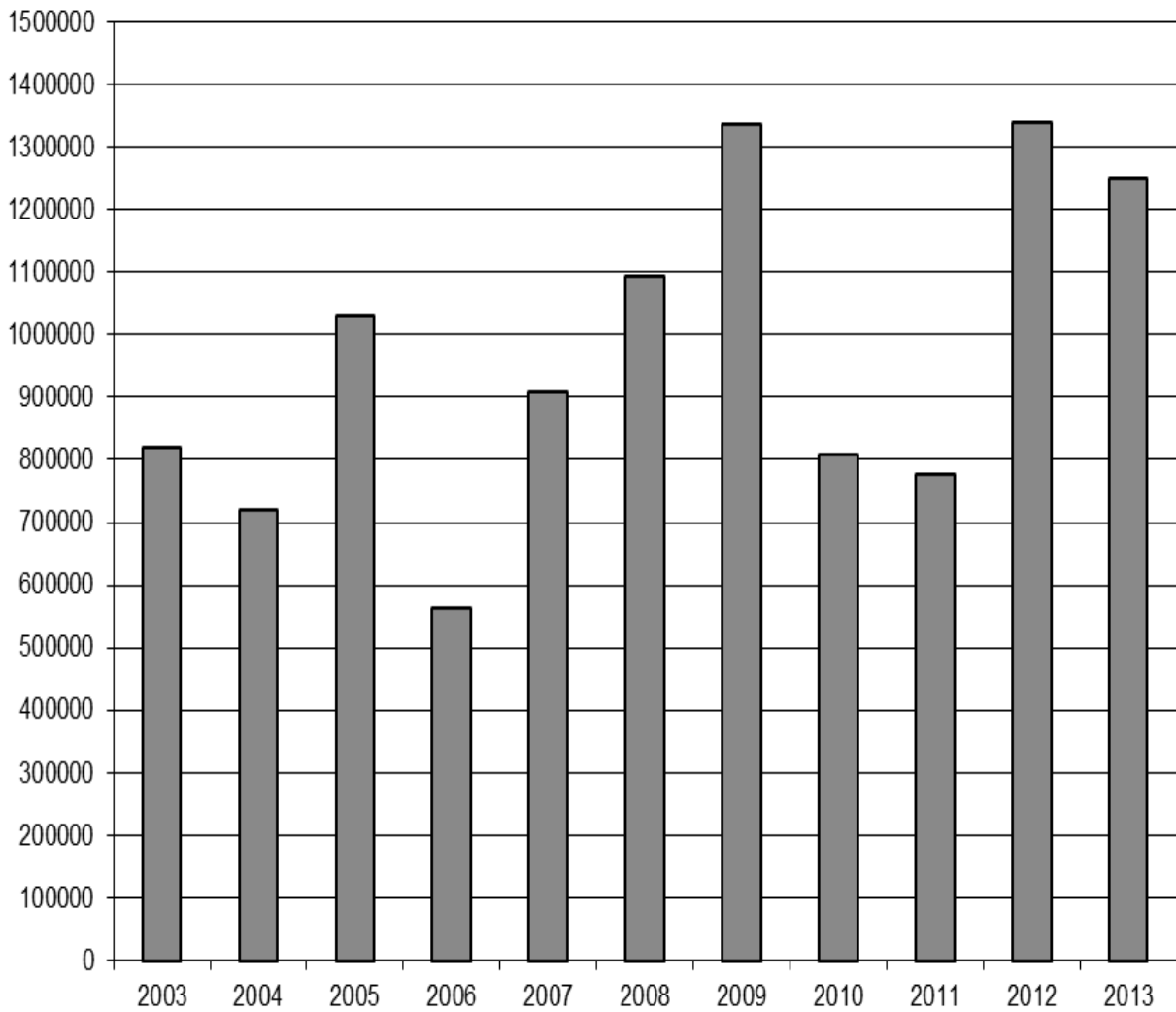
TOWN OF ERVING, MASSACHUSETTS			
COMBINED STATEMENT OF REVENUES, EXPENSES			
AND CHANGES IN RETAINED EARNINGS			
PROPRIETARY FUND TYPES			
FOR THE YEAR ENDED JUNE 30, 2013			
	Proprietary Fund Types		
			Totals
	POTW	Water	(Memorandum
	Fund	Fund	Only)
Operating Revenues:			
Collections and User Fees	\$ 179,806.00	\$ 88,815.16	\$ 268,621.16
Other Income	66,951.86	25.00	66,976.86
Interest on User Charges		360.32	360.32
Total Operating Revenues	246,757.86	89,200.48	335,958.34
Operating Expenses:			
Operating Costs	358,004.43	52,466.22	410,470.65
Total Operating Expenses	358,004.43	52,466.22	410,470.65
Operating Income (Loss)	(111,246.57)	36,734.26	(74,512.31)
Non-Operating Revenues (Expenses):			
Interest	658.99	320.80	979.79
Capital Outlay	(86,918.56)	(10,028.10)	(96,946.66)
Payment of Debt	(196,079.00)	(12,000.00)	(208,079.00)
Interest Expense	(82,398.74)	(3,000.00)	(85,398.74)
Total Non-Operating Revenues (Expenses)	(364,737.31)	(24,707.30)	(389,444.61)
Income (Loss) Before Operating Transfers	(475,983.88)	12,026.96	(463,956.92)
Operating Transfers In (Out)	342,173.00	-	342,173.00
Net Income (Loss)	(133,810.88)	12,026.96	(121,783.92)
Retained Earnings July 1, 2012	1,399,233.63	140,297.55	\$ 1,539,531.18
Retained Earnings June 30, 2013	\$ 1,265,422.75	\$ 152,324.51	\$ 1,417,747.26

TOWN OF ERVING, MASSACHUSETTS					
COMBINING STATEMENT OF SPECIAL REVENUE FUND REVENUES, EXPENDITURES					
AND CHANGES IN FUND BALANCES					
FOR THE YEAR ENDED JUNE 30, 2013					
	Fund Balances			Other Financing	Fund Balances
	July 1, 2012	Revenues	Expenditures	Sources (Uses)	June 30, 2013
Highway Grants:	\$ -	58,249.96	58,249.96		\$ -
School Grants:					
SPED IDEA	7,078.69	48,753.00	51,018.61		4,813.08
SPED Early Childhood	252.71	1,484.00	1,474.80		261.91
SPED Program Improvement	1,567.86	2,740.00	2,883.31		1,424.55
SPED Program Improvement- EC	-	2,500.00			2,500.00
Title I	3,676.26	21,780.00	21,067.15		4,389.11
REAP Grant	(1,640.90)	20,815.76	19,174.43		0.43
Title II A - Education Quality	615.20	11,005.00	10,732.20		888.00
Ed Jobs	5,301.34	-	5,301.34		-
Foundation Reserve-"Pothole"	34,882.15	-	-		34,882.15
Community Part for Children	4,818.84	19,000.00	25,836.69		(2,017.85)
SPED Circuit Breaker	77,555.00	78,120.00	-	(77,555.00)	78,120.00
Kindergarten Enhancement Program	2,148.14	11,600.00	11,366.81		2,381.33
Police Grants:					
Community Policing	-				-
Bullet Proof Vests	-				-
Local Law Enforcement System Improvement	344.08				344.08
Select Enforce OT	(14.60)				(14.60)
DCR VFA FY12 Firefighting Equipment	-				-
DFS2009 Firefighting Equipment	-				-
DCR Grant/Fire Department	-				-
Emergency Operations Planning Grant	92.04				92.04
CT CDA FY09 Emerg Mgmt Planning Grant	-				-
FEMA/MEMA Storm Relief	1,979.47				1,979.47
EOCD Housing Rehab	-	488,729.16	488,729.16		-
Septic Management Grant	2,000.00				2,000.00
MAPHC-Public Health	180.00				180.00
FCHHC-DPH My Life/My Health	3,132.77		880.39		2,252.38
Wellhead Protection Grant	1,167.78				1,167.78
COA Formula Grant	-	3,500.00	3,500.00		-
Library	7,753.04	1,651.54	1,537.62		7,866.96
Schools:	-				-
School Lunch	8,187.28	45,394.60	68,809.43	10,000.00	(5,227.55)
Revolving Funds:					
After School Program	3,352.85	14,520.45	13,769.90		4,103.40
School E Rate Revolving	5,748.03	827.27			6,575.30
Read-A-Thon Revolving Fund	3,562.56	-	-		3,562.56
Pre-K Tuition Revolving Fund	11,067.49	9,665.00	16,037.49		4,695.00
Other:					
Recreation Revolving	13,842.96	16,433.63	19,859.24		10,417.35
Ten Town Loan Program	143,428.71	31,449.80	12,216.00		162,662.51
Entergy/VY Training	-	1,864.00			1,864.00
Cultural Council	3,155.47	3,871.29	2,315.00		4,711.76
Road Machinery Fund	786.47				786.47
Sale of Cemetery Lots	8,575.00	300.00			8,875.00
Wetlands Protection Fund	3,623.83				3,623.83
Post War Rehab	20,318.66	(5.26)			20,313.40
Insurance Proceeds	-				-
Cons Comm Consultant Fees	958.87				958.87
FRCOG-Mini Grant-BOH	197.23				197.23
FRCOG-Mini Grant-Wmass Homeland Security	-				-
Cable-PEG Access Support	29,243.87	8,893.57			38,137.44
COA Revolving:	7,870.85	12,009.64	9,435.23		10,445.26
COA Donations	-	566.50	-		566.50
Dog Fund Library	1,555.64				1,555.64
Police Outside Detail	28,312.43	68,520.00	78,600.00		18,232.43
Library-Ezra Jack Keats Foundation	206.26				206.26
Library-Gifts	453.08				453.08
Other Gifts	2,893.99	464.00	564.00		2,793.99
	\$ 450,231.40	\$ 984,702.91	\$ 923,358.76	\$ (67,555.00)	\$ 444,020.55

TOWN OF ERVING, MASSACHUSETTS					
COMBINING STATEMENT OF CAPITAL PROJECTS FUND REVENUES, EXPENDITURES					
AND CHANGES IN FUND BALANCES					
FOR THE YEAR ENDED JUNE 30, 2013					
	Fund Balances			Other Financing	Fund Balances
	July 1, 2012	Revenues	Expenditures	Sources (Uses)	June 30, 2013
Erving Elementary School Construction	\$ 69,648.95				\$ 69,648.95
Erving Senior Community Center	\$ 253,135.67		\$ 19,937.25	(50,000.00)	183,198.42
Brownfield's Loan/Grant	\$ -	\$ 50,000.00	\$ 200,000.00	150,000.00	-
POTW#1 Facility Upgrade	\$ 14,071.81				14,071.81
	\$ 336,856.43	\$ 50,000.00	\$ 219,937.25	\$ 100,000.00	\$ 266,919.18

TOWN OF ERVING, MASSACHUSETTS					
COMBINING STATEMENT OF TRUST FUND REVENUES, EXPENSES					
AND CHANGES IN FUND BALANCES - EXPENDABLE TRUST FUNDS					
FOR THE YEAR ENDED JUNE 30, 2013					
	Fund Balances			Other Financing	Fund Balances
	July 1, 2012	Revenues	Expenditures	Sources (Uses)	June 30, 2013
Stabilization Fund:					
General	\$ 5,036,809.76	\$ 24,254.28	\$ -	\$ 237,767.00	\$ 5,298,831.04
Fire Truck	25,566.94	(6.69)	-	-	25,560.25
Elem Sch Computers	54,738.09	(14.17)	-	12,000.00	66,723.92
OPEB Trust Fund	896,145.64	37,760.35		520,000.00	1,453,905.99
Cemetery Perpetual Care:					
Non-Expendable	9,840.18	-	-	-	9,840.18
Expendable	28,720.55	(10.49)	-	-	28,710.06
Conservation Fund	8,360.94	-	-		8,360.94
	\$ 6,060,182.10	\$ 61,983.28	\$ -	\$ 769,767.00	\$ 6,891,932.38

Free Cash FY 2003 - FY 2013



REGIONAL REPORTS

*FRANKLIN COUNTY
SOLID WASTE MANAGEMENT DISTRICT*



*EASTERN FRANKLIN COUNTY
HEALTH DISTRICT*



DEPARTMENT OF VETERAN SERVICES



*FRANKLIN COUNTY COOPERATIVE
INSPECTION PROGRAM*



*FRANKLIN COUNTY REGIONAL HOUSING &
REDEVELOPMENT AUTHORITY*

FRANKLIN COUNTY SOLID WASTE MANAGEMENT DISTRICT

To the Residents of the Solid Waste District:

The Solid Waste District was formed in 1989 to help Franklin County towns manage all aspects of their solid waste – recyclables, organics, hazardous waste, wastewater treatment sludge, and trash. We continue to provide assistance to twenty-two member towns through administrative support, professional consultation, trainings, and outreach to residents and businesses.

A review of recycling tonnage for 2013 shows a growing decrease from 2012. Paper recycling was down by 200 tons compared to 2012. District residents recycled over 1,700 tons of paper and over 1,100 tons of mixed containers, which were processed at the Springfield Materials Recycling Facility. Although market prices for recyclables were low from January through December, District towns received a total of \$62,100 in revenue for their recyclables.

In 2013, the District sponsored spring and fall “Clean Sweep” collections for bulky items, electronics, tires, appliances, and anything too big to fit into a trash bag. Almost 60 tons of material was recycled or disposed of from the two collections. A total of 540 households participated in these collection events.

We also held our annual household hazardous waste collection in September 2013. This event allows residents to properly dispose of toxic cleaners, automotive products, pesticides, and other toxic products. A total of 257 households participated in this event. 45% of participants were using the collection for the first time.

We received an \$18,000 grant from the MA Department of Environmental Protection (DEP) to set up a pilot recycling collection for plastic waste generated at agricultural operations. The District is working to continue this project in 2014 because we know that many farms struggle with managing this type of plastic waste. We also helped member towns implement \$17,000 worth of small-scale initiative grants from the MA DEP.

We also continue to manage the recycling and composting program at the Franklin County Fair and assist other events with waste reduction efforts. We continue to work in each school system helping with waste management bids and with fostering sustainable waste reduction programs.

If you have questions about District programs, call us at 413-772-2438 (MA Relay for the hearing impaired: 711 or 1-800-439-2370 TTY/TDD), visit our website at www.franklincountywastedistrict.org or visit us at 50 Miles Street in Greenfield.

Jan Ameen - *Executive Director*
Chris Boutwell, Montague - *Vice-Chair*

Jonathan Lagreze, Colrain - *Chair*
Andrea Donlon, Buckland - *Treasurer*

Eastern Franklin County Health District for the Erving Board of Health

The Eastern Franklin County Health District is responsible for conducting inspections and enforcement of federal, state and local health regulations. In addition, the District works with the Erving Board of Health in consultation to formulate and enact policies that carry out the intent of the Board for municipal health protection. The Eastern Franklin County Health District has provided public health services for the Town of Erving since its inception in 1985.

The District accepts calls from citizens with questions or health concerns, with subjects as varied as water quality, indoor air quality, mold, rodents and insects, septic system maintenance, community public health resources, and funding for maintaining minimum standards for housing.

Food Establishments, recreational camps, pools, and certain other services are required to be inspected annually on different schedules regulated by state law. Erving has two pools, a motel, tanning facility, and several restaurants. When food establishments change hands or re-open under new management, a pre-inspection and consultation prior to opening is required. This year saw changes in management of two establishments, which also necessitates plan review and pre-opening inspections.

New residential construction continues to decline. However there has been an increase in Title V inspections and repairs to existing septic systems. Readying of properties to sell by performing Title V inspections has increased. Percolation testing, plan review and inspection of installed sub-surface sewage systems were performed by the agents, mostly this year for re-sale properties. Replacement of these older systems which do not properly treat sewage increased the quality of everyone's drinking water.

There continues to be an increase in the filing of communicable diseases with the State lab in Boston from health care providers and hospitals. Communicable disease reports are processed by the District and the State Laboratory in Boston with follow-up by the District. Pertussis (Whooping Cough) and Lyme disease continues to be prevalent, as do giardia cases and other gastro enteric illness. A recent mandate by the State Department of Health that towns cease paper-based reporting documents and comply with use of the MAVEN computer-based system was just issued in 2011. The Town of Erving and the District have been using this computer system for several years.

The public had increased awareness of insect caused illness, such as EEE (Equine Encephalitis) and West Nile Virus. This year, the state labs at DPH further delineated some tick borne illnesses to obtain more cogent data to work with in prevention and treatment of a burgeoning Lyme disease problem. Statewide monitoring is required, along with reporting to the CDC on the federal level.

This year saw the completion of a long post-fire restoration on Pratt Street. Another extended project was the satellite Meals on Wheels facility at the Renovator's complex.

Other efforts by the Board of Health agents, Police, Fire and Building inspectors were unauthorized access and vandalism in un-occupied properties, such as the Strathmore Paper site, and several residential properties around town.

"Nuisance" cases (trash complaints, unsightly accumulation of belongings outside the house) continue to be called in and monitored, some them for long amounts of time due to slow compliance.

Well permitting remained steady in numbers from last year. The District and the Board of Health Clerk processed well permits for installation and decommissioning of wells, and the District processed the installers licensing procedures.

Due to economic distress, there continues to be complaints regarding substandard housing (Chapter II of the State Sanitary code).

An ongoing problem in Erving revolves around "nuisance" complaints, usually regarding excess trash accumulation, pet waste, and trash dumping in both residential and unoccupied areas. These complaints tend to rise in times of economic stress. The District office continues to expend increasing resources in this area of public health. Several cases in town are still undergoing monitoring for clean-up. Coordination between the Police Department and Building Inspector's office, Wiring Inspector's and Plumbing Inspector's offices was necessary for several of these complaints. Zoning enforcement is usually needed in addition to the Health Inspector's monitoring. Several sites in Erving have had continual issues with excess trash and debris. Residents should be aware that in addition to being unsightly and decreasing property values, some debris (batteries, chemical waste, petroleum based products) are dangerous, and others (mattresses, cardboard boxes, furniture) are an attraction to rodents and vermin.

The Agents worked with three new Food Establishment concerns in opening the Meals on Wheels site. We remain available to work with new operators and managers in preparation for new ownership or repairs of existing businesses before renovation, to ensure new establishments or renovated ones meet all prevailing regulations, both state and federal.

David Zarozinski
Deborah Palmer
Health Agents

DEPARTMENT OF VETERAN'S SERVICES
District Town Report

The Central Franklin County was formed in 1940 and provides Veteran's Services for twenty three towns within Franklin County. Currently we are providing support for 76 veterans who reside in your district.

The Mission of the Department of Veteran's Services (DVS) is to be the chief advocate for the nearly half-million veterans of the Commonwealth and their families.

Under Chapter 115 of Massachusetts General Laws (M.G.L. ch. 115), the Commonwealth provides a uniform program of financial and medical assistance for income eligible veterans and their dependents. Qualifying veterans and their dependents receive financial assistance for food, shelter, clothing, housing supplies and medical care in accordance with a formula which takes into account the number of dependent and income from all sources. Eligible dependents of deceased veterans are provided with the same benefits as they would were the veteran still living.

The District office is located at 190 Millers Falls Road, Turners Falls, MA 01376. Our offices are open four days a week from 8:00 AM to 4:00 PM (413-863-3205), and Friday by appointment. Leo Parent is the Director of Veteran Services and Mark Fitzpatrick is your Veterans Services Officer. Donna Bezio is our Administrative Assistant.

Leo and Mark held our first annual Job Fair for Veterans at the French King Bowling Center with great success; as well as, a Veterans Administration Health Fair.

If you are a Veteran not currently enrolled in the VA healthcare, you are invited to contact their main eligibility office at 413-582-3091. Further information can be found at www.va.gov/healtheligibility.

Greenfield Based outpatient Clinic, 143 Munson St. 413-773-8428

Many Veterans have been calling looking for the VA Web Sites. Here are a few for you.

Educational Benefits: www.gibill.va.gov; Home Loan Guaranty. www.homeloans.va.gov;
Federal Jobs: www.usajobs.opm.gov; Returning Veterans: www.seamlesstransition.va.gov;
VA Home Page: www.va.gov; Government Jobs: www.usajobs.gov/opm

HOME OF THE BRAVE:

Mass. Housing's Home of the Brave loan program provides affordable, no-down payment mortgages for the veterans of the U.S. Armed Services living in Massachusetts.

To apply for the Home of the Brave loan, contact a participating lender. For a complete list of Home of the Brave lenders, visit www.masshousing.com/veteran .

You can call Massachusetts Housing Finance Agency at 888-672-7562.

Sincerely,
Leo J. Parent, Jr
Director
1-413-863-3205

**FRANKLIN REGIONAL COUNCIL OF GOVERNMENTS
FRANKLIN COUNTY
COOPERATIVE BUILDING INSPECTION PROGRAM
2013 ANNUAL REPORT**

Dear Residents of Erving:

As you know, your town receives building, plumbing, gas, and wiring inspection and zoning enforcement services through the Franklin County Cooperative Inspection Program (FCCIP), a thirty-eight year old shared service housed at the Franklin Regional Council of Governments (FRCOG). We thank your town for your continued participation in the FCCIP, which allows small towns to have access to professional staff and state-of-the-art technology.

2013 was a busy year for the program. We issued 2,335 permits, including a significant number of insulation upgrade, solar array and wood/pellet stove permits. 29 new dwelling units were constructed in participating towns. The number of permits and fee revenues were higher in 2013 than in the previous year.

Our new online permitting program went live on July 1, 2011 and has issued 6,858 building, electrical & plumbing/gas permits since then. The program allows you to apply, pay for, and track the progress of any permit online, saving you time and visits to our office in Greenfield. The program has 2,346 registered users. You can find it at www.frcog.org under the Franklin County Cooperative Inspection Program. Our website also includes helpful information on inspection requirements, permit costs, and contractor licensing.

In 2013, the FCCIP processed the following permits for Erving:

Residential Building Permits	63
Commercial Building Permits	14
Sheet Metal/Duct Permits	0
Electrical Permits	39
Plumbing Permits	16
Gas Permits	9
Certificates of Inspection	11

We would like to remind all residents of the importance of applying for permits for work done. Building, Electrical and Plumbing/Gas permits are required by law and are an essential step in ensuring the safety of our communities. Please feel free to call our office with any [building or zoning questions at 774-3167, extension 2.](#)

James D. Hawkins
Building Commissioner
jhawkins@frcog.org

James Cerone
Building Inspector
jcerone@frcog.org

Tom McDonald
Electrical Inspector
electric@frcog.org

Andy French
Plumbing/Gas Inspector
plumbing@frcog.org

FRANKLIN COUNTY REGIONAL HOUSING & REDEVELOPMENT AUTHORITY REPORT

The Franklin County Regional Housing and Redevelopment Authority is a public body politic and corporate, created by the Massachusetts legislature in 1973 to serve the residents and communities of Franklin County. HRA has all of the powers and responsibilities of a local housing authority and a redevelopment authority in all 26 communities of Franklin County. Our services include housing education; development, ownership and management of affordable rental housing; administration of housing subsidies; programs for homeless families; homeownership and foreclosure prevention education and services; and Community Development Block Grant application and administration for Franklin County towns.

Housing Consumer Education Center

HRA is part of a statewide network of nine regional Housing Consumer Education Centers that provide information, education, counseling, and referrals to individuals, families, organizations and businesses with housing-related questions or problems. HCEC staff work closely with social and human services providers to coordinate assistance to individuals and families in need, and conduct outreach to local banks, schools and utilities to provide information on housing-related resources.

HCEC staff served more than 3,000 clients in Franklin County in FY 2013. Types of clients included:

Tenants	57%
Homeowners	28%
Homeless households	7%
Other agencies and client advocates	4%
Homebuyers	3%
Landlords	1%
Other	1%

HCEC offers educational programs on housing-related topics and financial literacy. This year's workshops included:

- First-time homebuyer series serving 90 participants
- Outreach to regional lenders providing information on housing-related programs and services.
- Two educational workshops for landlords on Fair Housing laws and tenant selection, in cooperation with the HRA Leased Housing Department, Greenfield Housing Authority and HAP Housing.
- Massachusetts Housing Partnership-sponsored Homesafe Post-Purchase Workshop, which served 14 first-time homebuyers.

HRA manages the Massachusetts HomeBASE program, which helps families avoid homelessness and provides re-housing services for families in the state's family shelter program. HomeBASE is available to families that are eligible for the state's Emergency Assistance shelter program. In FY2013, the HomeBASE program provided 14 Franklin County families with rental assistance. Due to the high demand and high cost of rental assistance, eligibility for this benefit was discontinued by the state for households entering the program after September 28, 2012. HCEC also provided up to \$4,000 in HomeBASE "household assistance" to 36 families, which allowed the recipients to stabilize their housing for twelve months. HCEC staff assisted 29 homeless families in locating new housing.

The Residential Assistance for Families in Transition Program also provides homelessness prevention and re-housing assistance to families with very low incomes. HRA assisted 76 families through the RAFT program in 2013. A total of approximately \$160,000 in RAFT funding was used to pay rent, utility and mortgage areas, security deposits, assistance with rent and transportation. The need for assistance exceeded available funds, and some eligible families were turned away.

HRA staff also sought private donations to improve the lives of homeless children and their parents in Franklin County. Thanks to the generosity of BJ's Wholesale Club, students at Deerfield Academy and individual community members, we were able to provide holiday gifts and school backpacks to children receiving shelter in motels and to families who were recently homeless. HRA's non-profit affiliate, Rural Development, Inc., also applied for and was awarded \$10,000 per year in funding for the next four years from the United Way of Franklin County to assist homeless families.

HCEC continues to offer foreclosure prevention services to Franklin County homeowners through a partnership with the Western Massachusetts Foreclosure Prevention Center run by HAPHousing. This fiscal year, 52 homeowners at risk of foreclosure took advantage of this service. Foreclosure prevention services are most successful when homeowners seek assistance as soon as they know they are having difficulty making mortgage payments.

Sources of funding for the Housing Consumer Education Center in FY 2013 included:

- Massachusetts Department of Housing and Community Development
- Massachusetts Housing Partnership
- The Massachusetts Attorney General's office
- United Way of Franklin County

A special thanks to the individual donors who contributed funds HRA's non profit affiliate, Rural Development, Inc., to assist homeless children.

Asset Management

In FY 2013, HRA managed 262 units of affordable rental housing, including:

- 117 units of state-assisted public housing for elders and persons with disabilities, located in the towns of Bernardston, Gill, Montague, Northfield and Shelburne.

- 27 units of state-assisted public housing for families, located in the towns of Bernardston, Buckland, Charlemont, Northfield and Orange.
- 48 units at the Crocker and Cutlery Block buildings in Montague.
- 26 single-room occupancy units for individuals in recovery from substance abuse at the Moltenbrey Building in Montague.
- 18 units at the Ashfield House in Ashfield.
- 16 units for men in recovery from substance abuse at the Orange Recovery House in Orange.
- 6 units for families at Prospect and Grove Apartments in Orange.
- 2 units for elders at the Smikes House in Whately.
- 2 fully-accessible units for people with disabilities at the Wisdom Way Solar Village in Greenfield.

Sources of revenue for property management include rent, subsidies and laundry income. Rent at public housing properties is set as a percentage of tenant income. At these properties, the state pays the difference between what tenants can afford and a maximum level of subsidy set by the Commonwealth each year. Unfortunately, the combination of rent and state subsidies is not sufficient to cover the costs of managing HRA's public housing properties, which results in long-term maintenance issues and strains on the agency's budget.

There were a total of 49 vacancies at properties owned or managed by HRA in 2013, excluding the Orange Recovery House. Turnover is highest at the Moltenbrey Building, and higher at properties designed for families than at elderly/disabled developments.

Capital improvements to rental properties managed by HRA in 2013 included:

Stratton Manor, Bernardston (public housing for seniors & persons with disabilities):

- Energy efficiency upgrades, including new lighting, refrigerators, hot water tanks and insulation, funded by Western Massachusetts Electric Company
- Tree trimming and removal, funded by DHCD
- Installation of an accessible shower, funded from operating income.

Stoughton Place, Gill (public housing for seniors & persons with disabilities):

- New fire alarm panel, new wiring and heat detectors, funded with operating income
- Heating system repairs, funded by DHCD
- Replacement of porch supports, funded by DHCD

Winslow Wentworth House, Montague (public housing for seniors & persons with disabilities)

- Installation of new flooring, funded by DHCD
- Replacement of stovetops, funded from operating income

Family public housing, Northfield

- Installation of new flooring, funded by DHCD

Family public housing, Orange

- Septic system replacement, funded by DHCD

- New flooring, funded by DHCD

Highland Village, Shelburne (Shelburne Housing Authority public housing for seniors & persons with disabilities)

- Repaving of driveway, new parking and sidewalk replacement with Community Development Block Grant funding awarded to the towns of Buckland and Shelburne by DHCD.
- Energy efficiency upgrades, including new lighting, refrigerators and insulation, funded by Western Massachusetts Electric Company

HRA has been managing the Ashfield House, an 18-unit privately-owned affordable rental property, since 2005. The property has been experiencing severe financial challenges attributable to a variety of factors including but not limited to high vacancy rates, high property taxes, aging building components, high utility and insurance costs and expenses inherent in managing a multifamily property in a rural area. As a result, the property is currently in debt to HRA. HRA staff is working with Rural Development, Inc. and the Massachusetts Affordable Housing Trust to secure new funds to stabilize operations, which will include replacement of the oil-fired heating system with more efficient propane boilers, siding repair and exterior painting, new washing machines and energy efficient lighting and refrigerators, additional insulation, new water-saving fixtures and replacement of an amortizing commercial loan with non-amortization zero-interest debt. Completion of the project is anticipated in October 2013.

Leased Housing

HRA administers a total of 606 federal and state subsidies that allow low-income individuals and families to rent privately-owned housing or purchase their own homes.

In 2013, HRA served 25 families through the Massachusetts Rental Voucher Program (MRVP). Ten of the vouchers are project-based, which means that they are connected to a particular property. These vouchers subsidize rent for clients of a program run by Franklin County DIAL/SELF, Inc. that assists young adults to become self-sufficient, and the Positive Parenting Program run by the United ARC, which helps stabilize at-risk families. HRA is currently administering 17 “mobile” state vouchers, which can be used in any property statewide that meets health and safety standards. As of September 30, 88 percent of these vouchers were being used in Franklin County, with the remainder in use in Hampshire County.

HRA has 579 federal Section 8 Housing Choice Vouchers. Households with Section 8 vouchers pay a minimum of 30 percent and a maximum of 40 percent of their income toward housing and utilities at initial lease-up or move-in; the program pays for the remainder. Subsidies may be used to pay rent (or a mortgage in limited cases) for apartments and homes that meet federal guidelines for affordability and safety. HRA’s Section 8 program served 693 families in FY 2013. Of the agency’s Section 8 vouchers,

- 454 are mobile
- 126 are project-based
- 452 are held by families where the head of household or the spouse is disabled
- 209 vouchers are held by families with children

Mobile Section 8 vouchers can be used anywhere in the United States for housing that meets health and safety standards and federal rent reasonableness regulations. In 2013, HRA's Section 8 vouchers were being used in the following areas:

- Franklin County – 86%
- Hampshire County – 8%
- Other MA counties – 5%
- Outside MA – 1%

Federal regulations require that 75 percent of vouchers be allocated to “extremely low income” households, which are defined as those whose household income is less than 30 percent of area median income. In FY 2013, more than 86 percent of HRA's federal housing vouchers were held by families with extremely low incomes. The average household income for families participating in the program in FY 2013 was \$13,817.

Federal funding for Section 8 vouchers was reduced by \$938 million in FY 2013 due to the “sequester” cuts mandated by the Budget Control Act of 2011. Fortunately, HRA has prior year program-restricted reserves that it can use to make up temporary shortfalls in funding. However, if funding does not increase, the agency will either need to provide less assistance, reduce the number of vouchers it releases, or a combination of these strategies to adjust to budget reductions.

HRA has a waiting list of approximately 146 families for Section 8 mobile vouchers but is not issuing new vouchers to families on its waiting list at this time. HUD regulations give priority for mobile vouchers to families who complete a year of successful tenancy in project-based units. HRA also gives priority for available Section 8 mobile vouchers to eligible veterans and to tenants in project-based MRVP apartments when landlords choose to opt out of the MRVP program.

The federal Section 8 Housing Choice Voucher program is overseen by the U.S. Department of Housing and Urban Development (HUD). The rules and regulations for this program are onerous, and change on a continuous basis. In FY 2013, HUD relaxed reporting requirements for annual re-certifications to help housing authorities operate the program with less funding.

In January 2013, HRA received a score of 96 percent on the HUD Section 8 Management Assessment Program (SEMAP). This entitles the agency to receive the highest level of administrative payments possible for the Section 8 program.

HRA collaborates with Greenfield Housing Authority in offering a family self-sufficiency (FSS) program for Section 8 voucher holders. Holders of Section 8 vouchers are required to pay 30 percent of their income in rent. In general, when income rises, program participants are required to pay more rent. The FSS program allows participants to save increased earnings to achieve specific goals, such as earning a higher education degree, start a small business, or purchasing a home. In FY 2012, 30 of HRA's Section 8 voucher holders were enrolled in the FSS program, with 17 participants contributing to escrows on a monthly basis. HRA has 11 clients who own their own homes and use their Housing Choice Vouchers to assist with the mortgage payments.

Community Development

The HRA Community Development Department provides application preparation, program implementation and administrative services to Franklin County towns in connection with Community Development Block Grants (CDBG). CDBG is a federal funding source designed to benefit low and moderate income people. Cities and large municipalities receive CDBG funds on an entitlement basis directly from the U.S. Department of Housing and Urban Development. Smaller communities may submit competitive applications to the Commonwealth. Eligible activities for CDBG funds include public infrastructure improvements, housing rehabilitation, social services, architectural/engineering design, architectural barrier removal and planning projects.

In FY 2013, HRA administered the following grants:

- 2013 CDBG to the Town of Bernardston for housing rehabilitation and Meals on Wheels (including funding for the towns of Conway, Shutesbury & Sunderland). Grant was awarded in July 2013; activities will begin in FY 2014.
- 2012 CDBG to the Town of Erving for housing rehabilitation and Meals on Wheels (including funding for the towns of Colrain, Deerfield & Gill)
- 2011 CDBG to the Town of Montague for improvements to Unity Park, housing rehabilitation and social services
- 2012 CDBG to the Town of Montague for improvements to Unity Park, housing rehabilitation and social services
- 2013 CDBG to the Town of Montague for housing rehabilitation, planning projects and social services.
- 2013 grant from Massachusetts Attorney General's office to the Town of Orange for inventory and planning of strategies to address distressed properties.

In FY 2013, HRA administered CDBG-funded housing rehabilitation loan programs benefitting 30 households in five Franklin County towns. Income-eligible participants in these programs can borrow up to \$35,000 at zero interest to make health and safety improvements to their homes, including but not limited to repair or replacement of septic systems, wells, heating systems, plumbing and roofing and abatement of lead paint. Fifty percent of each loan is forgiven gradually over a 15-year period as long as the property owner remains in the home. The remainder is due and payable upon sale or transfer of the property.

In FY 2013, CDBG-funded housing rehabilitation programs loaned approximately \$686,000 to help Franklin County households comply with current building and sanitary codes. All the work is done by local contractors selected by private property owners.

CDBG-funded Housing Rehabilitation Projects, FY 2013		
Town	# units committed	Funds committed
Colrain	5	\$102,347
Deerfield	2	\$45,125
Erving	8	\$175,139
Gill	7	\$202,004
Montague (Turners Falls)	8	\$161,597
Total	30	\$ 686,212

HRA also administers a housing rehabilitation revolving loan program for many communities in Franklin County. This program receives the proceeds of previous CDBG loans when the loans are paid off. These funds are then made available for the same purpose to income-eligible households in the same town. HRA updated its agreements with towns for administration of this program in FY 2013. The following towns are currently participating in the program with new agreements: Ashfield, Bernardston, Buckland, Charlemont, Colrain, Conway, Deerfield, Erving, Gill, Heath, Leverett, Leyden, Monroe, Montague, New Salem, Northfield, Orange, Shutesbury, Sunderland, Warwick, Wendell and Whately. Fifteen homeowners in nine towns took advantage of this program in 2013.

Housing Rehabilitation Revolving Loan Fund Projects, FY 2013		
Town	# units committed	Funds committed
Ashfield	3	\$41,468
Charlemont	1	\$32,711
Colrain	1	\$9,349
Heath	1	\$20,430
Leverett	2	\$32,620
Leyden	1	\$18,605
Northfield	1	\$40,072
Orange	3	\$32,372
Wendell	2	\$59,725
Total	15	\$287,352

The Community Development department administers several other small programs, including Get the Lead Out, Moderate Home Rehab for Disabled Homeowners and municipal septic loans.

Housing Development, in partnership with Rural Development, Inc.

HRA works to develop affordable housing in Franklin County in partnership with its nonprofit affiliate, Rural Development, Inc. HRA's Executive Director serves as the unpaid Executive Director of RDI. RDI pays HRA for other personnel and administrative services.

Home Ownership Program

Following completion of 20 homes at the Wisdom Way Solar Village in Greenfield in September 2010, RDI suspended construction of new affordable homes due to lack of funding. The final home in the Solar Village sold in November 2012. HRA maintains a waiting list of income-eligible families interested in purchasing homes built by RDI when they are offered for sale.

Orange Teen Housing

RDI has signed an agreement with Franklin County Dial/SELF to acquire and develop a property in Orange to provide ten units of housing for homeless teens and young adults. Construction is projected to begin in Spring 2014. It is anticipated that HRA will manage the property, and Dial/SELF will provide resident support and programming.

Administration and Finance

HRA commissions an independent annual audit. HRA's audited financial statements include revenue and expenses that are passed through the agency to other parties, such as the revenue that the agency receives from the federal government for the Section 8 Housing Choice Voucher Program, which is paid to landlords on behalf of voucher holders. Capital assets and depreciation are also included in the audited statements. Because HRA has an October 1 fiscal year, the most recent audited financial statements are for the FY 12 fiscal year, which ended September 30, 2012.

For FY 2012, the agency's net assets totaled \$4,726,151, a decrease of \$232,100 from the previous year. Revenues for FY 2012 totaled \$7,656,770, which was \$626,686 less than the previous year, a decrease of eight percent. FY 2012 expenses totaled \$7,888,870, which was \$531,435 less than in FY 2011, a decrease of six percent. Total administrative salaries decreased by \$281,978 in FY 12, continuing a multi-year trend of reduction in personnel costs, due in part to new employees being hired at lower costs, and vacancies that were not filled. The FY 2012 HRA audit reported no findings or deficiencies. Copies are available upon request.

In November 2012, the HRA Board of Commissioners approved a FY 2013 annual operating budget showing anticipated total revenue of \$2,736,706 and total expenses of \$2,831,474, with an overall deficit of \$90,759 to be funded through use of \$150,900 from reserves. Budgeted use of reserves exceeded the projected deficit due to the fact that surpluses in some programs could not be used to fund revenue shortfalls in others. Both the projected deficit and use of reserves was substantially smaller than in FY 2011. While operating results are not currently available for FY 2013, internal financials through August 30, 2013 suggest that the operating deficit will not exceed the deficit approved in the budget.

Many thanks are due to HRA's hard-working staff. Our employees do a great job of running programs while controlling expenses. FY 2013 marks the fourth consecutive year that the agency was unable to offer cost of living adjustments or any general increases in compensation. Some of HRA's employees have not have increases in salary or wages since 2008. The exceptions are employees who were hired at probationary rates of pay, employees who were promoted, and maintenance staff, whose compensation is set by the state. The cost of health insurance and other benefits has increased over the last several years, which means that employees' net pay has actually decreased. HRA's executive staff also took a 3.5 percent pay cut in FY 2012 and executive compensation remains at this lower level.

Board of Commissioners

HRA has an 11-member Board of Commissioners. All commissioners reside in Franklin County. Nine members are appointed by the Franklin Regional Council of Governments for five year terms; none of these appointees may be from the same community. Two commissioners are appointed by the Governor and serve until they are replaced. The Board of Commissioners meets once a month, generally on the first Monday of the month at 6:00 p.m. at Greenfield Savings Bank in Turners Falls. All meetings are open to the public and are posted on HRA's Public Notice blog, www.fcrhra.blogspot.com.

Board of Commissioners

Jessica Atwood, Greenfield (Vice-Chair, Governor's appointee)

Leslie Brown, Erving (Treasurer)

*Caryl Connor, Greenfield

Sharon Cottrell, Montague (Chair)

Sonya Hamdan, Charlemont

Linda Hoer, Leverett

Bruce Parkin, Shutesbury

Jo-Anne Sherburne, Colrain

Jonathan Tuttle, Shutesbury (Governor's appointee)

*The Housing Authority expresses its gratitude to Commissioner Caryl Connor, who left the Board in 2013.

Staff

MJ Adams, Director of Community Development

*Frank Aronson, IT Specialist

Christopher Austin, Staff Accountant

Joanie Bernstein, Assistant Executive Director

Nathaniel Best, Housing Rehabilitation Specialist

Tana Bloom, Housing Placement and Stabilization Worker

*Debran Brocklesby, Property Manager

*Christina Chapman, Leased Housing Representative

Lynn Cournoyer, Community Development Administrative Assistant

Melanie Croteau, Housing Management Assistant

Linda Davenport, Director of Leased Housing

Charity Day, Housing Consumer Education Center Director

*Patrick Fenton, IT Specialist

Anitra Ford, Housing Counselor

Mark Fortier, Maintenance Mechanic/Laborer Working Foreman

Hilary Graves, Leased Housing Representative

Tammy Greene, Leased Housing Administrative Assistant

Patricia Holloway, Receptionist

Bruce Hunter, Infrastructure Coordinator

Wayne Jackman, Maintenance Mechanic/Laborer

Erik Jernstrom, Maintenance Mechanic/Laborer

Eric Kershaw, Accounting Clerk

Lawrence Knowlton, IT Specialist

Robert Lauwers, Leased Housing Representative

Matthew Leger-Small, Administrative Coordinator

Debra Little, Community Development Program Manager

Brian McHugh, Construction Coordinator

Tracy Miner, Director of Asset Management

*Tammy Murphy, Affordable Housing Property Manager

Enrique Pacheco, Affordable Housing Property Manager

Katelyn Reardon, Leased Housing Representative

*Ciera Rodriguez-Jones, Leased Housing Representative
Todd Seavey, Maintenance Mechanic/Laborer
Robin Sherman, Executive Director
*Karen Tyler, Housing Counselor
Jonathan Wasilewski, Leased Housing Inspector
Autumn West, HCEC Assistant
Kerry Wyman, Senior Staff Accountant

*Employee left HRA in FY 2013

GLOSSARY
OF
TERMS
AND
DEFINITIONS

ACCOUNTANT

The town accountant maintains custody of all town contracts and keeps a detailed record of the town debt, including the reasons for borrowing, the rate of interest when due, and payment provisions (41:57). She/he is bound as well to keep a complete set of municipal books including each specific appropriation, the amounts and purposes of each expenditure, and the receipts from each source of income.

The accountant must inform town officers of unexpended balances in their appropriations (41:58), immediately upon the close of the calendar year, she/he must prepare statements detailing the preceding fiscal year's appropriations and expenditures, appropriations for the current fiscal year, and expenditures incurred during its first six months, as well as estimated expenditures for the second six months and estimates for the ensuing fiscal year. By August 1, the accountant or treasurer must furnish the assessors with a written report of the money received other than from taxes, loans, and trust funds for the preceding fiscal years (41:54A).

A critical function of the town accountant (41:56) relates to the payment of the bills and payrolls, which must be examined for the requisite oaths and approvals. Should any claims be deemed fraudulent, unlawful, or excessive, payment authorization may be withheld. In such instances, a statement must be filed with the town treasurer, outlining the reasons for the refusal. Alternatively, if all is in order, the accountant will draw a warrant upon the treasury for payment.

APPROPRIATION

An authorization granted by a legislative body to make expenditures and to incur obligations for specific purposes. An appropriation is usually limited in amount as to the time when it may be expended. Only a town meeting or the school committee can authorize money appropriated for one purpose to be used for another. Any part of a "general" appropriation not spent or encumbered by June 30 automatically reverts to surplus. A "specific" or "particular" appropriation is carried forward from year to year until spent for the designated purpose or transferred by town meeting vote to another account.

ASSESSED VALUATION

The value placed on a particular property by the local board of assessors for the purpose of apportioning the town's tax levy among individual property owners equitably and in accordance with the legal requirement that property be assessed at "full and fair cash value," as certified periodically by the state commissioner of revenue.

ASSESSOR

The board of assessors is responsible for the valuation of real and personal property for the purposes of levying the property tax: Generally, the required training, the responsibility for maintaining assessment at full and fair cash value and the required revaluation of property every three years have placed an added burden on assessing offices. As part of their function, the assessors must maintain an extensive database on each parcel of property in town. The assessors are also responsible for establishing a tax rate within the levy limit established by Proposition 2 1/2. They must perform the formal calculation of the tax rate(s) for the town on the "tax rate recapitulation sheet." The role of the assessors is important because they maintain and administer the tax base, a major source of revenue for the town.

CHERRY SHEET

Traditionally printed on cherry-colored paper, this financial statement from the State still retains its nickname in spite of being pink and green.

This form lists all the estimated State and County assessments reduced by any money the State expects to return to the Town. This "Cherry Sheet" must be received by the Assessors before the new tax rate can be set.

DEPARTMENT HEAD

Department heads (either appointed, i.e., I-Highway Superintendent, or elected, i.e., Town Clerk) usually prepare their own budgets. Each departmental budget is prepared within the framework and guidelines set by the financial team. Another major role is in the capital planning process. In order to monitor spending activity, department heads must have access to and use interim financial reports. The department head identifies capital needs and usually has the best information regarding level of utilization and specifications for the acquisition. Department heads should meet periodically with the financial team to inform these teammates in the financial management process of major issues facing the department.

EXCLUSIONS

There are two types of exclusions; debt and capital outlay expenditure. These are temporary increases in the levy limit. For debt exclusion, the additional amount for the payment of debt service is added to the levy limit for the life of the debt only. The additional amount for the payment of the capital project cost is added to the levy limit only for the year in which the project is being undertaken.

FY-FISCAL YEAR

July 1st to June 30th. At the Annual Town Meeting May 8, 2013, we vote on the budget for FY2014 which starts on July 1, 2013. FY2014 taxes are assessed as of January 1, 2013, and billed according to the Fiscal Year July 1, 2013 to June 30, 2014.

FINANCE COMMITTEE

The finance committee is the official fiscal watchdog for the town. Finance committees were established so that a representative group of taxpayers could conduct a thorough review of any or all municipal questions on behalf of all the citizens. The finance committee is primarily responsible for submitting its recommendations on the annual budget to the town meeting. The committee is commonly involved in the preparation process involving the development of the budget forms and, in many communities, the establishment of guidelines for department heads. Their statutory authority is limited to making transfers from the town's reserve fund to other line items in the budget as requested.

FREE CASH

Free cash is a term which generally represents the amount of community funds that are unrestricted and available for appropriation. Free cash is generated when actual revenue collections are more than budgeted and when expenditures are less than appropriations, or both. Once certified, that amount can only be used through 6/30 of the fiscal year. Free Cash must be certified each year.

LEVY

The property tax levy is the revenue a community actually raises through real and personal property taxes. The property tax levy is the largest source of revenue for most towns.

LEVY CEILING

The levy ceiling is 2.5% of the total full and fair cash value of all taxable real and personal property in the community. (This is equal to a \$25.00 tax rate.)

LEVY LIMIT

The levy limit is the amount the town can raise. This limit is increased from year to year as long as it remains below the levy ceiling. Permanent increases in the levy limit result from the following-. Automatic 2.5% increase yearly; new growth resulting from new construction and overrides.

LOAN INTEREST

If the Town has to borrow money, we have to pay back the loan plus interest. The amount voted for Treasurer Loan Interest would be a part of these payments.

MEDICARE

Wages of local government employees hired after March 31, 1986, are generally subject to the hospital insurance (Medicare) portion of the social security tax under the Consolidated Omnibus Budget Reconciliation Act which became effective on April 1, 1986. The tax is equal to 1.45% of the employee's pay. The employer is required to contribute an amount equal to that deducted from the employee's pay (An additional 1.45%).

NEW GROWTH

New growth is generated by a substantial improvement to a property (generally, any new dwelling unit or an addition adding at least 50% to the value of residential property and not less than \$100,000 or 50% for commercial, industrial and personal property) in a particular year. New growth is calculated by multiplying the allowable new valuation times the prior year's tax rate. It directly increases the levy limit of a community. This is especially important for towns experiencing significant new construction, since growth frequently brings with it a need for increased services.

OMNIBUS ARTICLE

A Town Meeting Warrant Article which consolidates budget items for various departments. At the Annual Meeting the Moderator reads the total budget allowing a "question" to be called if more discussion is wanted on a certain item. A vote will be taken first on the total of items not questioned then each questioned item will be voted separately.

OVERLAY

Overlay is a reserve account which is established by the assessors annually prior to setting the tax rate. The amount established for overlay should reflect the expected amount that will eventually have to be provided to taxpayers as a result of abatements or exemptions for property taxes. The overlay should be reasonable and be based on historical trends.

OVERLAY SURPLUS

Overlay surplus is the balance in the overlay for a particular year that is an excess of the amount remaining to be collected or abated. The assessors release this excess amount from overlay to overlay surplus. As a result of new legislation, these funds may be appropriated by town meeting for any purpose for which a town may expend funds. At the close of the fiscal year, any balance in the overlay surplus account becomes part of surplus revenue.

OVERRIDE

A community can permanently increase its levy limit by successfully voting an override. The amount of the override becomes a permanent part of the levy limit base. On a ballot, override questions must be presented in dollar terms and must specify the purpose of the override. Overrides may only be presented at an election and require a majority vote for approval.

RESERVE FUND

The reserve fund is a contingency fund usually created as part of the annual budget appropriations which is used to fund extraordinary and unforeseen expenses. It is disbursed through transfers approved by the finance committee. In general, extraordinary and unforeseen items such as an increased insurance premium or a new police cruiser are acceptable. Salary increases are generally not an acceptable use of this reserve.

RESOLUTION AID

Resolution aid refers to the amounts allocated to each city, town and regional school district as stated in the Legislative Resolution in March. It includes direct, flexible aid under the Cherry Sheet program headings Chapter 70, Additional Assistance, and any others so designed by the Legislature. Although Resolution Aid represents the bulk of Cherry Sheet Aid, the terms are not synonymous. Cherry Sheet aid represents the total of all programs appearing on the Cherry Sheet, Resolution Aid represents a portion of this aid.

REVENUE SHARING

Federal tax dollars paid to a town to be used for any purpose which is permissible use of its own revenue. Public Hearings are required before the sums may be appropriated to individual accounts at the Annual Town Meeting.

SCHOOL DEPARTMENT

School departments have a special status concerning a municipality's budget. Under state law (71:34), the legislative body of a town (town meeting) shall establish the total appropriation for the support of the public schools, but may not limit the authority of the school committee to determine expenditures within the total appropriation.

SELECTMEN

The Selectmen are the closest thing a town has to a chief executive. They have overall responsibility for the general operations of town government. As chief executive body of the town, the selectmen develop guidelines consistent with policy, at the same time taking into consideration the available financial resources of the town. As the budget is the single most important policy document that a town develops each year, participation by the selectmen is essential to their maintaining a leadership role in the town. They should review all the budget requests and develop a good understanding of the finance committee's position on the budget. The selectmen should establish policy priorities and provide leadership in the constant debate between the needs of the departments for sufficient resources to deliver public services and what the taxpayer can afford.

SOFTWARE SUPPORT FEES (TAX COLLECTOR)

Money for the purpose of tape conversions (a process which converts the excise tax information at the Registry of Motor Vehicles to the Tax Collector's computer software data structures) and software updates required for the Tax Collector in order to comply with applicable laws of the Commonwealth of Massachusetts.

STABILIZATION

The stabilization fund may be created pursuant to 40:5B. Any interest earned shall be added to and become a part of the fund. This fund may be appropriated for any lawful purpose. The fund may be appropriated in a town at the annual town meeting or a special town meeting by a 2/3 vote.

TAX COLLECTOR

The collector is charged with the responsibility for collecting all taxes owed to the municipality. This requires maintaining a good record keeping system and organization to deposit revenue into town accounts as soon as possible. All receipts must be turned over to the treasurer at least once a week (or more often during heavy collection periods). Another major responsibility of the collector is the processing of motor vehicle excise bills. These bills are generated by the Registry of Motor Vehicles and sent to the town for distribution and collection. Timely action pursuing delinquent accounts dramatically increases the likelihood of eventual collection of the tax or payment due.

TAX TITLE FORECLOSURE

Foreclosures in the Land Court are, generally speaking, the main avenue by which the treasurer will either be able to force the delinquent taxpayer to redeem the tax title or, if payment is not made, to acquire title to the property for the municipality through foreclosure proceedings.

TOWN CLERK

The town clerk certifies town meeting vote, to the treasurer, assessors and accounting officer, with each appropriation in detail including how each appropriation is to be funded. The town clerk certifies all town meeting actions, debt, and overrides to the Department of Revenue.

TREASURER

The treasurer is the custodian of all town funds. The position is responsible for the deposit, investment and disbursement of town funds. The treasurer is empowered by town meeting to issue debt on behalf of the town with the approval of the selectmen. During the year, the treasurer must determine the cash needs of the town (i.e., when money will be available to invest and when money will have to be borrowed to meet expenses.) Treasurers should maintain a cash flow budget which is updated and adjusted on a monthly basis. They should review the banking services that are available and competitively seek those that are most cost effective. Investments should be made in accordance with a written investment policy which is reviewed with the selectmen and the finance committee. A strong record keeping system is also important to document performance.

WARRANT

There are three types:

1. Treasurer's Warrant, which is signed by the board of selectmen which authorizes the treasurer's to pay a list of bills (41:56)
2. Assessor's Warrant to Collect, which authorizes the collector to collect the amount of tax that has been committed to the collector (59:55)
3. Town Meeting Warrant. All town meetings must be called by a warrant that state the time and place of the meeting and lists all items of business to be acted upon. The warrant must be posted seven (7) days prior the annual town meeting and 14 days prior to a special town meeting (39:10)

IN MEMORY OF THOSE WE'VE LOST IN 2013

<i>May R. Anderson</i>	<i>04-21-33 to 01-05-13</i>
<i>Patrícia H. Bazler</i>	<i>04-20-33 to 03-30-13</i>
<i>Grace A. Bezio</i>	<i>09-11-15 to 03-20-13</i>
<i>Robert B. Crosby</i>	<i>12-08-20 to 04-28-13</i>
<i>Scott A. Suddy</i>	<i>06-08-69 to 05-15-13</i>
<i>William G. Hackett</i>	<i>10-31-46 to 07-14-13</i>
<i>Perley S. Felton, Jr.</i>	<i>12-06-28 to 06-19-13</i>
<i>Anna G. Davidson</i>	<i>10-13-37 to 08-31-13</i>
<i>Edward R. Black</i>	<i>05-19-22 to 09-23-13</i>
<i>Pauline M. Sadłowski</i>	<i>04-28-19 to 08-09-13</i>
<i>Francis R. Bezio</i>	<i>04-09-49 to 09-20-13</i>
<i>Kenneth W. Murray, Sr.</i>	<i>07-22-51 to 12-06-13</i>
<i>Sean M. Connolly</i>	<i>05-23-69 to 12-16-13</i>

United States Senator

*Elizabeth Warren
Springfield Federal Building
1550 Main Street, Suite 406
Springfield, MA 01103
(413) 788-2693*

United States Senator

*William M. Cowan
365 Dirksen Senate Office Building
Washington, DC 20510
Phone: (202) 224-2742*

United States Congressman

*Jim McGovern
94 Pleasant Street
Northampton, MA 01060
(413) 341-8700*

Governor

Commonwealth of Massachusetts

*Deval Patrick
State House – Room 360
Boston, MA 02133
(617) 722-4005*

Senator in General Court

*Stan Rosenberg
State House – Room 320
Boston, MA 02133
(617) 722-1532*

Representative in General Court

*Denise Andrews
State House – Room 443
Boston, MA 02133
(617) 722-2460
Denise.Andrews@mahouse.gov*

AT YOUR SERVICE

HELPFUL CONTACT AND SCHEDULE INFORMATION

Board of Selectmen/ Water Commissioners Town Hall

Monday 6:30 PM
413-422-2800 Ext. 102

Administrator Town Hall

Monday thru Friday
10:00 AM – 5:00 PM
Monday evening
6:30 PM – 8:30 PM
413-422-2800 Ext. 102

Municipal Clerk Town Hall

Mon., Tues., Thurs.
9:15 AM – 5:15 PM
Wednesday
9:15 AM – 1:30 PM
Friday
9:15 AM – 4:00 PM
413-422-2800 Ext. 101

Accountant Town Hall

Thursday
9:00 AM – 5:00 PM
Friday hours vary
413-422-2800 Ext. 103

Board of Assessors Town Hall

Every Other Monday 6:00 PM
413-422-2800 Ext. 107

Assistant Assessor Town Hall

Monday, Tuesday and Thursday
9:00 AM – 4:00 PM
6:30 PM – 9:00 PM
413-422-2800 Ext. 107

Erving Fire Station #2

413-422-2800 Ext. 200 or 9-1-1

Conservation Commission Town Hall

First Monday 7:30 PM
413-422-2800 Ext. 100

Council on Aging Senior / Community Center

1 Care Drive
Meets Second Tuesday 9:30 AM
413-423-3649
Center Open Mon – Fri
9:00 AM – 2:00 PM

Highway, Water & Wastewater Dept. 16 Public Works Blvd.

Monday thru Friday
6:00 AM – 4:00 PM
413-423-3354

Finance Committee Town Hall

As Necessary
413-422-2800 Ext. 100

Erving Public Library 17 Moore Street

Sunday 1:00 PM – 4:00 PM
Monday 1:00 PM – 7:00 PM
Wednesday 10:00 AM – 4:00 PM
Thursday 1:00 PM – 7:00 PM
413-423-3348

Town Clerk Town Hall

Monday evening
7:00 PM – 9:00 PM
413-422-2800 Ext. 106

Planning Board Town Hall

Third Thursday 7:00 PM
413-422-2800 Ext. 100

Tax and Water Collector Town Hall

Hours Vary. Please Call.
413-422-2800 Ext. 104

Veteran's Agent 194 Millers Falls Road Turners Falls

Monday thru Friday
8:00 AM – 4:00 PM
413-863-3205

Zoning Board of Appeals Town Hall

Meets by Appointment
413-422-2800 Ext. 100

Treasurer Town Hall

Monday, Tuesday, Thursday
9:00 AM – 12:00 PM
413-422-2800 Ext. 114

Erving Elementary School

28 Northfield Road
413-423-3326

Erving School Committee

Erving Elementary School
Third Tuesday 7:00 PM

Board of Health Town Hall

Meets by Appointment
413-422-2800 Ext. 101

Erving Police Station

71 French King Highway
413-423-3310

ERVING TOWN HALL GENERAL MAILBOX:

413-422-2800 Ext. 100

Town of Erving's Website: www.erving-ma.org